

# EXHIBITOR APPOINTED CONTRACTOR



Return by December 9, 2012 to: Progressive Insurance Baltimore Boat Show  
Attn: Josh Rosales, Operations Coordinator  
37-18 Northern Boulevard Suite 311  
Long Island City, NY 11101  
718-707-0719 / Fax: 888-649-7786

## FOLLOWING THESE INSTRUCTIONS IS REQUIRED WHEN USING A CONTRACTOR OTHER THAN AN OFFICIAL NMMA SERVICE CONTRACTOR!

An exhibitor-appointed contractor (EAC) is any company other than the designated "official" contractors listed in the exhibitor kit, who provides a service (display/installation and tear-down, boat cleaners, tent companies, models, florists, photographers, audio/visual, electric, etc.) and needs access to your exhibit anytime during the installation, the actual show dates and dismantling.

NMMA management will consider exceptions to the use of NMMA official contractors only if the following criteria are met:

1. Complete and mail this form for arrival to Progressive Insurance Baltimore Boat Show no later than December 9<sup>th</sup>.
2. Each EAC must provide a Certificate of Insurance, naming the National Marine Manufacturers Association as an additional insured with the following limits: Commercial General Liability Coverage including contractual liability coverage of at least \$1,000,000 per occurrence and \$1,000,000 aggregate. Statutory Worker's Compensation with Employer's Liability coverage in accordance with regulations of the State of Maryland (photocopies not accepted).
3. Agree to abide by all rules, regulations and amendments of the Progressive Baltimore Boat Show and NMMA Policies.
4. Agree to abide by all City of Baltimore licensing requirements & BCC rules and regulations.
5. Agree to all insurance certification requirements and wear identification at all times.

These requirements will be strictly enforced. If the exhibitor and/or EAC fails to supply these forms by December 9, 2011, the EAC will not be permitted access to the exhibit floor.

Exhibiting Company: \_\_\_\_\_ Booth # \_\_\_\_\_

Exhibit Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Type of work to be performed by contractor: \_\_\_\_\_  
\_\_\_\_\_

Appointed Contractor: \_\_\_\_\_

Contact Person: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**EXCLUSIVE CONTRACTORS: For insurance, safety and security purposes, the contractor designated by NMMA management must be used for services such as catering, electrical, plumbing, telephone, drayage and rigging  
NO EXCEPTIONS WILL BE MADE!**