



Exhibitor-Appointed Contractor Authorization Form

RETURN TO SHOW MANAGEMENT BY January 12, 2010
WITH PROPER CERTIFICATES OF INSURANCE
ONLY IF YOU ARE USING AN Exhibitor Appointed Contractor

If a Southwest Pool and Spa exhibitor plans to use a firm other than the Official Service Contractors listed on the Official Service Contractors Page, the EXHIBITOR ONLY must complete and mail this form to Show Management no later than **January 12, 2010**

If the exhibitor fails to supply this form by the date above, the Exhibitor-Appointed Contractor will not be permitted access to the exhibit floor to service the exhibit, and the work will be performed and/or supervised by the Official Service Contractor.

In no event may exhibitor use any service supplier on the exhibit floor other than the official contractors for electrical, plumbing, telephone, catering, security, freight-handling, and rigging.

(Please Type or Print)

Exhibiting Company: _____

Booth Number: _____ Office Phone Number: (____) _____

Exhibitor Contact: _____ Title: _____

Should you utilize an exhibitor-appointed contractor, you agree to indemnify and hold harmless APSP Region 3, the Southwest Pool and Spa Show, Show Management, its agents, and the exhibit facility from any act or situation which would cause APSP Region 3, the Southwest Pool and Spa Show, Show Management, its agents, and the exhibit facility to become liable or suffer losses, damages, injuries, claims, demands and expenses including legal expenses, due to the presence or actions of the exhibitor-appointed contractors.

Signature: _____ Date: _____

(Show Management will accept this form only if signed by the Exhibitor key contact)

Type of work to be performed: _____

Independent Service Contractor/Display House: _____

Contractor Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ Fax: (____) _____

All of the above information MUST BE COMPLETED in order to be accepted by Southwest Pool and Spa Show Management. The independent contractor's original certificate of insurance must be submitted by the above deadline date. **The certificate must name APSP Region 3, Southwest Pool and Spa Show, Show Management, its agents, and the exhibit facility as ADDITIONAL INSURED.**

Please return to:
Southwest Pool and Spa Show
Show Management
5005 Royal Lane, Suite 116
Irving, TX 75063

EXHIBITOR APPOINTED CONTRACTORS

An exhibitor-appointed contractor is any company other than the designated official contractors listed on the following pages that provides a service (display installation and dismantling, florists, photographers, audio visual, etc.), and needs access to the exhibit at any time during installation, show dates, or during dismantling.

Exceptions to using the official contractors will be granted only if they do not interfere with or prejudice the orderly installation, interim services, or dismantling of the exhibits. An exception will not be granted if it is inconsistent with commitments made and obligations assumed by APSP Region 3, the Southwest Pool and Spa Show, and its agents, in any contract with service contractors, or in its lease with the Marriott San Antonio Rivercenter. No exceptions will be made for the following services: electrical, plumbing, telephone, security, catering, freight-handling and rigging. On these services, the contractor designated by the Southwest Pool and Spa Show and Show Management must be utilized.

Should you utilize an exhibitor-appointed contractor for any service, you agree to indemnify and hold harmless APSP Region 3, the Southwest Pool and Spa Show, Show Management and its agents, and the exhibit facility from any act or situation which would cause APSP Region 3, the Southwest Pool and Spa Show, Show Management and its agents, and the exhibit facility to become liable or suffer losses, damages, injuries, claims, demands and expenses including legal expenses, due to the presence or actions of the exhibitor-appointed contractors.

The use of the exhibitor-appointed contractors will be considered when the exhibitor has completed the following:

The exhibiting company is responsible for advising the APSP Region 3 Show Management and its agents, the name, address and contact name of their exhibitor-appointed contractor by completing the "Exhibitor-Appointed Contractor Authorization Form" on the reverse side of this page for each company being used.

Note: All forms must be received from the exhibiting company and include an original signature.

Deadline: January 12, 2010

All requests must be accompanied by original certificates of insurance from each exhibitor-appointed contractor. Photocopies will not be accepted. Insurance must include worker's compensation / employer's liability in the amount of \$1,000,000; and comprehensive general liability in the amount of \$1,000,000; and must meet the requirements established by the state of Texas; and must name APSP Region 3, Southwest Pool and Spa Show, Show Management, Marriott San Antonio Rivercenter, and its agents as ADDITIONAL INSURED.

Deadline: January 12, 2010