



Gaylord Opryland Resort and Convention Center – Ryman Halls B2&3 Nashville, TN

EAC Notification Form

In the best interest of the exhibitors, DRI has selected certain firms (at rates considered equitable and normal for the area) as Official Contractors for various convention services. If you, the exhibitor, have contracted with any firm other than those appointed by DRI, you must complete and return this form no later than Friday, January 12, 2018. In addition, it is your responsibility to inform your contractor of the rules governing exhibitor appointed contractors.

EAC's are required to provide a certificate of insurance showing minimum liability of \$1 million per occurrence, combined single limit, for bodily injury, property damage; also worker's compensation; naming FREEMAN; ROC MANAGEMENT, INC.; GAYLORD OPRYLAND RESORT AND CONVENTION CENTER; DRI; as additional insured's.

EAC's must have all business licenses, work permits and insurance required by local State and City governments and Facility Management before beginning work, and be able to provide Show Management with evidence of compliance.

Exhibiting Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Exhibit Contact \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Booth Number \_\_\_\_\_

Person or Firm Contracted With:

Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Contact \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email: \_\_\_\_\_

Services Provided by the Contractor:

Exhibitor Signature Only \_\_\_\_\_ Date \_\_\_\_\_

PLEASE MAIL OR FAX TO: ROC Management, Inc. 1963 University Lane Lisle, IL 60532 Phone: (630) 271-8210 Fax: (630) 271-8234 E-mail: turbanczyk@showmgmtservices.com