

F R E E M A N

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Detroit, MI 48226

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DISCOUNT PRICE
DEADLINE DATE
MARCH 6, 2012

FREEMAN notice of intent to use eac

NAME OF SHOW:	SAE 2012 WORLD CONGRESS / APRIL 24 - 26, 2012		
COMPANY NAME:			BOOTH#:
ADDRESS:			BOOTH SIZE X
CITY/STATE/ZIP:	CUSTOMER #		
PHONE #:	EXT.:	FAX #:	

SAE has selected Freeman as the Exclusive Service Contractor. If your company plans to use a firm who is not the Exclusive Service Contractor, i.e., Freeman, the EXHIBITOR must complete this form and mail it to the address listed below.

Exhibiting Company Name: _____ Booth #: _____

Contact at Show: _____

Exhibitor Hired Service Contractor: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Fax Number: _____

Type of Service to be Performed: _____

It is YOUR responsibility to inform your Exhibitor Hired Service Contractor that they are required to send a copy of their General Liability Insurance Certificate no later than **45 days** prior to show date. The Exhibitor must also inform their Contractor of pertinent information regarding the servicing of the exhibit; i.e.: order forms, dates, shipping instructions, display regulations, etc.

These requirements and deadlines are strictly enforced. Therefore, if the exhibitor and/or exhibitor-appointed contractor fails to supply these forms by the date indicated, 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 Freeman.

It is the responsibility of the Exhibitor to see that each of the representatives of the Exhibitor-Appointed Contractor abides by the official rules and regulations of this event. The EAC must be, and/or use, a contractor signatory with Detroit Carpenters Local 687.

This form MUST be returned to Freeman no later than MARCH 6, 2012.

Return to: Freeman
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