



**2024**  **SOUTHWEST FUEL & CONVENIENCE EXPO**

JUNE 25-27 • GRAND HYATT SAN ANTONIO & HENRY B. GONZALEZ CONVENTION CENTER • SAN ANTONIO, TX



**EXHIBITOR APPOINTED CONTRACTOR (EAC) FORM**

If your company plans to utilize the services of any independent contractors other than Texas XPO, the official general service contractor designated by Texas Food & Fuel Association, this form must be completed and signed by a representative of the exhibiting company. **The EAC must also submit a copy of their Certificate of Liability insurance to [ahicks@tffa.com](mailto:ahicks@tffa.com) by Monday, May 27, 2024.**

**Exhibitor Information:**

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_  
Exhibitor Contact: \_\_\_\_\_  
Exhibitor Cell: \_\_\_\_\_ Exhibitor Email: \_\_\_\_\_  
Exhibitor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The authorized signature confirms that the exhibiting company has committed to use the services of the following Exhibitor Appointed Contractor(s) and they agree:

To read and comply with all show rules and regulations as outlined in the Exhibitor Rules & Regulations and Exhibitor Kit.

To obtain and maintain appropriate insurance coverage as outlined in the Exhibitor Rules & Regulations.

**EAC Information:**

EAC Company Name: \_\_\_\_\_  
Pre-Show EAC Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Pre-Show EAC Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
EAC On-Site Contact: \_\_\_\_\_  
EAC On-site Mobile/ Cell: \_\_\_\_\_

**EACs must check in at the Texas XPO Desk and present photo ID for access.** EACs will only be allowed access to the exhibit hall during exhibitor move-in and move-out dates/times. If an EAC needs access to an exhibitor's space at any other time, the exhibitor will need to register the EAC for a name badge.

**Please email this completed form along with a copy of the Certificate of Liability insurance to [ahicks@tffa.com](mailto:ahicks@tffa.com) by Monday, May 27, 2024.** Questions? Contact Annette Hicks at (512) 617-4302.

— **TEXAS FOOD & FUEL ASSOCIATION** —

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