



EAC Rules & Regulations

- A)** The Show Organizer has the right and obligation to establish and enforce equitable Rules & Regulations for JIS Fall for the mutual benefit of all Exhibitors and Attendees to the event.
- B)** Exhibitor Appointed Contractors (EACs) must abide by the Rules & Regulations of the Show, Venue and those outlined in the Exhibitor Service Manual.
- C)** EAC must complete the EAC registration process via the online EAC portal. EACs shall not engage in solicitation of business on the show floor.
- D)** EACs are only allowed on the show floor during move-in and move-out hours.
- E)** Any Exhibitor who has designated an Exhibitor Appointed Contractor must ensure the EAC has a current Certificate of Insurance (COI) on file, evidencing the correct coverage, by **September 5, 2024**, or the EAC will not be able to access to the show floor. The EAC must upload the COI via the online portal with the following coverages:
 - Commercial General Liability, including contractual liability, with limits of not less than \$1,000,000 each occurrence and \$2,000,000 general aggregate each occurrence.
 - Automobile liability insurance in the amount of \$1,000,000 per occurrence to provide coverage for any owned and non-owned vehicles used by the Licensee on venue premises, including loading and unloading hazards.
 - Workers' compensation and employer's liability coverage as required by Florida Statute. Currently, the State of Florida requires that employers provide workmen's compensation coverage for all employees. The Statute requires coverage from the employer if they have three or more employees. Worker's Compensation must provide a minimum limit of \$500,000.
 - Additional Insureds to the General Liability, Automobile Liability, and Umbrella Liability policies with respect to operations performed by the Named Insured in connection with this project: JIS Spring, Expo Convention Contractors, City of Miami Beach and OVG360, and their officers, agents and employees are included (and their parents, subsidiaries and affiliates), Reed Exhibitions a division of RELX Inc., and their officers, directors, employees, agents, assigns and affiliates as additional insured.
 - COI must include the complete facility access dates of October 5 – 10, 2024.
 - The certificate holder must be listed as: Reed Exhibitions a division of RELX Inc., 201 Merritt 7, Norwalk, CT 06851
- F)** Exhibitor Appointed Contractors shall fully cooperate with the Show Official Contractors and assist Official Contractors in the efficient utilization of labor, equipment, space, and time, and shall complete installation prior to 8:30 pm on Saturday, October 5 to include removal of empties, and dismantle and pack prior to 12:00 pm on Thursday, October 11.
- G)** Exhibitor Appointed Contractors should not violate existing labor regulations or contracts. The EAC shall adhere to the regulations set up by The Miami Beach Convention Center and the Show Organizer.
- H)** EAC must pay a fee of \$300 for each booth location you are providing services or products for. Payment will be submitted via the online EAC portal and are non-refundable. There will be a 6% credit card fee deducted from the original amount paid if an EAC application is requested to be canceled after it has been submitted and processed.
- I)** To cooperate fully with the Official Contractor and assist in fulfilling their responsibilities, especially by refraining from placing an undue burden on the Service Contractor by interfering with the efficient utilization of labor by the Official Contractor.
- J)** In addition, the Exhibitor Appointed Contractor shall share with the Official Contractor all reasonable costs related to his operation, including overtime pay for stewards, restoration of exhibit space to its initial condition, etc.
- K)** The exhibit floor, aisles, loading docks, service and storage areas will be under control of Freeman. The EAC must coordinate all activities with them and must fully cooperate and not interfere with the efficient utilization of labor.
- L)** The Exhibitor Appointed Contractor must confine its operations to the exhibit area of its clients. No service desks, storage areas, or other work facilities will be located anywhere in the building. The show aisles and public space are not a part of the Exhibitor's booth space and must be kept clear.
- M)** The Show Organizer is the ultimate arbiter and enforcer of show rules.
- N)** Exhibitor Appointed Contractors should generally be authorized to work provided the following: (1) Proper work forms have been filed by the Exhibitor; and (2) The designated contractor meets requirements of the exhibit regulations and rules.
- O)** Exhibitor Appointed Contractors should furnish the Show Organizer with names, phone numbers of a key contact for emergencies and should designate a contact in the same city as the show move-in through move-out.
- P)** All property of the Exhibitor Appointed Contractor remains under his custody and control in transit to and from the exhibit hall and while it is in the confines of the exhibit hall. Neither JIS Fall or its service contractors, the management of the exhibit hall nor any of the officers, staff members or directors of any of the same are responsible for the safety of the property of exhibitors from theft, damage by fire, accident, vandalism or other causes, and the Exhibitor expressly waives and releases any claim or demand he may have against any of them by reason of any damage to or loss of any property of the exhibitor. It is recommended the EAC obtain adequate insurance coverage, at their expense, for property loss or damage and liability for personal injury.