



**Exhibitor Appointed Contractor (EAC) Notification**  
**Solar Canada 2016 , December 5 - 6, 2016**  
**Metro Toronto Convention Centre**  
**Toronto, Canada**

**Instructions:** Fill in this form: (a) using Adobe® Reader®, print, and sign or (b) print, complete by hand, and sign. Email to **Canadian Solar Conference Limited Partnership** as indicated at bottom of page.

**DEADLINE: November 10, 2016**

This form may be used to notify the Canadian Solar Conference Limited Partnership if you are using a contractor other than an official contractor listed in the Exhibitor Service manual for installation, floral, computers, audio/visual, or any other direct service.

**IMPORTANT** -- Everyone in the Exhibit Hall during Move-In and Move-Out is required to wear cap toe shoes at all times (and a hard hat if building overhead). During the move-in/move-out, the MTCC is considered a construction site.

**EXHIBITOR APPOINTED CONTRACTOR (EAC) INFORMATION**

Company Name	Contact Name	On-site Supervisor Name	
Street Address	City	Province / State	Postal Code
Phone	Fax	Email	
On-site Supervisor Mobile	On-site Contact Email	Number of Workers	
Services to be performed:			

**EXHIBITOR INFORMATION**

Company Name	Contact Name	Job Title	
Street Address	City	Province / State	Postal Code
Contact Phone	Contact Email	Contact Mobile	

We propose to use the EAC named above in connection with our exhibit at Solar Canada 2016. We understand and agree that the EAC will abide by all CanWEA Terms and Conditions including those outlined in the Exhibit Display Rules & Regulations. This form must include the EAC's certificate of insurance for minimum of \$3 Million Canadian. The exhibitor assumes full responsibility for all acts of its contractors and agrees to hold harmless and indemnify the Canadian Solar Conference Limited Partnership for any loss or any damage to the Metro Toronto Convention Centre.

\_\_\_\_\_  
**Exhibitor Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**

**Return Application and Certificate of Liability Insurance by Tuesday, November 10, 2016 to:**

Canadian Solar Conference Limited Partnership  
Attn: Jessica Ward  
480 University Avenue, Suite 1500  
Toronto, ON Canada M5G 1V2  
Phone: +1-613-736-9077 x 225  
Email: [jward@solarenergyevent.ca](mailto:jward@solarenergyevent.ca)