

# **2025 NSSF RANGE-RETAILER BUSINESS EXPO (RRBE)**

## **EAC - APPLICATION**

### **EAC AGREEMENT:**

We have a contract to work as an Exhibitor-Appointed Contractor for \_\_\_\_\_ in booth \_\_\_\_\_ at the 2025 RRBE being held at the Palm Beach County Convention Center, West Palm Beach, FL, July 16-17, 2025. We agree to abide by all Show guidelines, rules, display regulations and requirements of the RRBE. I have checked the service(s) to be performed:

- Audio/Visual & Computers
- Display Rental
- Exhibit Installation & Dismantle
- Exhibit Supervision
- Floral
- Furnishings
- Hostess/Models
- Personnel, Temporary
- Photography/Video
- Signs
- Other (Please List): \_\_\_\_\_

### **GUIDELINES**

- It is recommended that the on-site representative have a copy of the Range Retailer Business Expo Agreement & the EAC's Certificate of Insurance on their cell phone.
- Provide Show Management the name and cell phone of the on-site supervisor.
- The EAC is liable for the actions and activities of any of its sub-contractors.
- EAC will cooperate fully with the Official Contractors and will comply with existing labor regulations or contracts.
- The EAC is responsible for adherence to the Exhibitor Rules & Regulations.
- Provide adequate notice to Show Management of the exhibitors who have retained them and the services to be performed for each exhibitor.
- Have a true and valid order for service from an exhibitor in advance of the Expo setup date and in their possession on-site.
- All safety guidelines are to be observed.
- EAC must be dressed in suitable attire at all times.

### **INSURANCE: LIABILITY**

- EAC must obtain and maintain during the term of this Agreement a policy of comprehensive general liability insurance which consists of \$2,000,000 combined single-limit bodily injury and broad-form property damage, including broad-form contractual liability which names National Shooting Sports Foundation (NSSF), Palm Beach County Convention Center, and affiliated

companies and their parent subsidiaries and affiliates and each of the directors, officers, agents, shareholders and employees of each as additional insured with respect to any written contract they may have with the named insured.

- EAC agrees that their insurance coverage will be of a “Best A” rating or better and be primary and non-contributory to any other insurance coverage and provides a Waiver of Subrogation in favor of National Shooting Sports Foundation (NSSF).

**INSURANCE: WORKERS COMPENSATION**

- EAC warrants that it has in full force at all times during the term of this Agreement a policy of workers’ compensation insurance which meets all federal and state requirements as evidenced by a certificate of insurance (COI).
- The insurance required by this Agreement shall contain a provision which requires notification to Show Management 30 days in advance of any cancellation, non-renewal or material change in the policy terms.

**INSURANCE: CERTIFICATE OF INSURANCE (COI)**

- Contractor shall have its carrier provide Show Management with the Certificate of Insurance by e-mail to [mschilling@nssf.org](mailto:mschilling@nssf.org) no later than seven days following the submission of the EAC Agreement. See sample of the **Certificate of Insurance**.

Exhibitor: \_\_\_\_\_ Booth # \_\_\_\_\_

Exhibitor Contact: \_\_\_\_\_ Cell \_\_\_\_\_

EAC: \_\_\_\_\_

EAC On-site Supervisor: \_\_\_\_\_ Cell \_\_\_\_\_

Agreed to by: \_\_\_\_\_ Date \_\_\_\_\_