

Please return form to:

Regulatory Affairs Professionals Society® (RAPS)
Leslie S.V. LeGrande
Sales Executive, Business Development
5635 Fishers Lane, Suite 400
Rockville, MD 20852
Tel +1 301 770 2920, ext. 221
Fax +1 301 841 7956
Email: llegrande@raps.org

DEADLINE DATE
AUGUST 30, 2019

NAME OF SHOW: RAPS' Regulatory Convergence / September 21-24, 2019

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

If your company plans to use a firm who is not an official service contractor as designated by Show Management, please complete this form and mail to the address listed above.

Exhibitor Company Name: _____

Booth No.: _____

ShowContact: _____

ExhibitorAppointedContractorName: _____

Address: _____

Type of Service to be Performed: _____

Inform your **Exhibitor Appointed Contractor** that they **must** send a copy of their General Liability Insurance Certificate or COI (Certificate of Insurance) no later than 20 Days prior to the first day of exhibitor move-in or they will not be permitted to service your exhibit.

It is the responsibility of the exhibitor to see that each representative of an Exhibitor Appointed Contractor abides by the official rules and regulations of this event.

This form must be received 20 DAYS PRIOR TO THE FIRST DAY OF EXHIBITOR MOVE-IN.

NOTIFICATION OF INTENT TO USE EAC