# 2025 EXHIBITOR APPOINTED CONTRACTOR (EAC) RULES AND REGULATIONS AND APPLICATION FOR APPROVAL

Unified Wine & Grape Symposium January 28 - 30, 2025 (Exhibits: January 29 & 30)

Policy Coverage Dates: January 26 - 31, 2025

SAFE Credit Union Convention Center, Sacramento, California, USA



If an exhibitor chooses to employ an Exhibitor Appointed Contractor (EAC), the EAC must sign this agreement and pay a \$100 fee per booth they are contracted to install and/or dismantle. **The signed agreement and fee must be received no later than January 10, 2025.** 

An EAC is defined as any company, other than the Official Contractor, Freeman, used by an exhibitor inside the exhibit

- (1) The EAC must maintain and provide proof of insurance through the terms of the 2025 UW&GS as outlined in this Exhibit D of the 2025 UW&GS Application/Agreement for Exhibit Space. A certificate of liability insurance for no less than \$2,000,000 U.S. per occurrence and an additional insured endorsement (CG2026) must be provided to the UW&GS, LLC.
- (2) The EAC agrees that they will work in the hall only between the hours specified by the UW&GS and Freeman and will abide by all badging rules established by UW&GS.
- (3) The EAC is not allowed on the show floor during show hours as an additional safety and security measure.
- (4) The EAC is permitted to store equipment in the exhibitor's booth during installation and dismantle only.
- (5) The EAC may not operate a service desk within the exhibit hall. The EAC must confine its operations within the exhibitor's booth space.
- (6) EACs and exhibitors are not permitted to have electric carts or scooters in the building at any time.
- (7) The operation or use of motorized or mechanical material handling equipment or lifts by exhibitors or their appointed contractors is prohibited.
- (8) Cameras or photography are prohibited on the exhibit floor without permission from UW&GS.
- (9) The EAC affirms that they have confirmed work orders from all contracted exhibitors and will not in any manner solicit work from other exhibitors or booths under any circumstances.
- (10) The EAC under no circumstances will be allowed to remove floor marking tape until the close of the exposition.
- (11) The EAC must abide by the fire and safety and exhibit hall regulations.
- (12) All booth designs and structures must conform to the rules and regulations in the exhibitor service manual.
- (13) The EAC agrees to abide by all existing union contracts, regardless of dispute from a prior work engagement. Any dispute causing injury of any kind to UW&GS, its agents, contractors, exhibitors or attendees will be the full responsibility of the EAC including, but not limited to, all consequential damages arising out of such a dispute.
- (14) The EAC must meet all venue and general service contractor requirements in order to participate in the UW&GS.
- (15) The EAC agrees to pay all reasonable costs incurred by the UW&GS official service contractor (Freeman) in connection with the EAC's operation that would not have been incurred otherwise.
- (16) UW&GS has no responsibility whatsoever for any property at the event or any financial obligation of the EAC under any circumstances.
- (17) The UW&GS reserves the right, in its sole discretion, to withhold approval or to dismiss from the show, any service contractor whose participation in the show may, in the opinion of show management, lead to strikes, picketing, other labor action directed at the show, other disruption of the show, noncompliance with the Freeman exhibitor manual or the UW&GS 2025 Exhibitor Application/Agreement, or interference with any of the exhibitors.

EAC (Indemnitor) agrees to indemnify, hold harmless and defend Unified Wine & Grape Symposium, LLC, its members the American Society for Enology and Viticulture and the California Association of Winegrape Growers, the City of Sacramento, Visit Sacramento, Freeman, Convention Management Resources and their respective directors, officers, members, agents, employees, volunteers, successors and assigns (collectively "Indemnitee"), from and against any and all liabilities, damages, actions, costs, losses, claims and expenses (including all attorneys' fees, court cost and litigation expenses), on account of injury, death, loss or damage to persons, property or profits arising out of or resulting in whole or in part from any act, omission, negligence, fault or violation of law or ordinance by EAC or its officers, directors, employees, members, partners, its parent and/or subsidiary, successors, assigns, agents, affiliates, sub-contractors, guests, or invitees.

2025 EXHIBITOR APPOINTED CONTRACTOR (EAC)

ACCEPTANCE OF TERMS & CONDITIONS AND

Information & Credit Card Authorization Form

Unified Wine & Grape Symposium

January 28 - 30, 2025 (Exhibits: January 29 & 30)

Policy Coverage Dates: January 26 - 31, 2025

SAFE Credit Union Convention Center, Sacramento, California, USA



**Exhibit D** 

### PLEASE COMPLETE, SCAN, AND RETURN THE FOLLOWING FORM TO:

info@unifiedsymposium.org no later than January 10, 2025.

Exhibiting Company	Booth Number:	
Exhibiting Company	Booth Number:	
Exhibiting Company	Booth Number:	
Exhibiting Company	Booth Number:	
Exhibiting Company Booth Number:		
Expiration Date	CVC Code	
City, State	Zip code	
ontracted by EAC)		
Authorized Signature (Authorizes Charge on Credit Card)		
BE ISSUED		
BE ISSUED  ed Contractor) Rules and Regulations	and Application for Approval	
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### **Exhibitor Appointed Contractor (EAC)**

### 2025 Liability Insurance Certificate & Additional Insured Endorsement Requirements

#### **Certificate of Liability Insurance Sample**

Please submit your Certificate of Liability Insurance with your Additional Insured Endorsement Form issued for your current Commercial General Liability (CGL) policy. All sections must be completed as done in the example and in English.

Please submit your certificate of liability insurance with the following requirements:

- Minimum insurance limits in US Dollars as listed.
- Insurance Company must be located and licensed to do business in the USA.
- The EAC must be listed as the Insured Name on the certificate
- Occur box must be selected for Type of Insurance.
- Additional Insured box must be selected.
- 6 Policy number for each type of Insurance (General Liability, Automobile Liability & Workers Compensation).
- Policy period for each type of insurance must cover the dates of the show week (January 26 -31, 2025).
- 8 Automobile Liability minimum insurance limit is in US dollars as listed.
- Workers Compensation insurance as required by California Law.
- Name event, dates and endorsement form #.
- Additional insured endorsement (Form CG 2026) must be attached to the certificate (see next page for sample).

These requirements are per your application terms.

CERTIFICATE DO BELOW. THIS C	ES NOT AFFIRMA ERTIFICATE OF IN	TIVELY OR I	F INFORMATION ONLY NEGATIVELY AMEND, DOES NOT CONSTITUT RTIFICATE HOLDER.	EXTE	ND OR ALT	ER THE CO	VERAGE AFFORDED	BY THE POLICIES
terms and conditi		certain polici	ONAL INSURED, the po es may require an end					
Insurance Agent Name/Address			CONTACT					
Insured (AS NAMED IN POLICY)  Insured Name/Address  3				INSURER A : Insurance Company Name INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :				
								OVERAGES
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ERTIFICATE HOL	DER			CANO	ELLATION			
Unified Wine & Grape Symposium, LLC PO Box 1855		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.						
Davis, CA	95617-1855	,		AUTHO	RIZED REPRESE	NTATIVE		

#### **Submit Certificate with Endorsement to:**

Unified Wine & Grape Symposium, LLC PO Box 1855, Davis, CA 95617 USA Phone: 530-753-3142 • Fax: 530-601-5317

Phone: 530-753-3142 • Fax: 530-601-5317 Email: insurance@unifiedsymposium.org



### **Exhibitor Appointed Contractor (EAC)**

## **2025 Liability Insurance Certificate** & Additional Insured Endorsement Requirements

#### Additional Insured Endorsement CG 2026 Sample

Please submit your Additional Insured Endorsement Form with your Certificate of Liability Insurance issued for your current CGL policy. All sections must be completed as shown in the example.

Your Additional Insured **Endorsement Form** CG 2026 must list the following:

- 1. Unified Wine & Grape Symposium, LLC
- 2. The City of Sacramento
- 3. Visit Sacramento
- 4. Freeman
- 5. Convention Management Resources

These requirements are per your application terms.

The event will be held at SAFE Credit Union Convention Center, 1400 J Street, Sacramento, CA 95814

POLICY NUMBER: (Policy Number Mandatory)

COMMERCIAL GENERAL LIABILITY CG 20 26 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

#### ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE** 

Name Of Additional Insured Person(s) Or Organization(s):

Unified Wine & Grape Symposium, LLC;

The City of Sacramento;

**Visit Sacramento:** 

Freeman:

**Convention Management Resources** 

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. Section II Who Is An Insured is amended to include as an additional insured the person(s) or organization (s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
  - 1. In the performance of your ongoing operations; or
  - 2. In connection with your premises owned by or rented to you.

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.
- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III -Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Note: Your insurance carrier must be located in and licensed to do business in the U.S.A

#### **Submit Endorsement with Certificate to:**

Unified Wine & Grape Symposium, LLC PO Box 1855, Davis, CA 95617 USA Phone: 530-753-3142 • Fax: 530-601-5317

Email: insurance@unifiedsymposium.org