

EAC Registration Form

Deadline: October 14, 2016

RSNA® 2016

NOVEMBER 27 – DECEMBER 2



Registration Program!

The Exhibit & Event Marketers Assn. (E2MA) has been selected to assist RSNA with the registration and badging of EACs at this year's exhibition. By registering your EAC online, the processing of the EAC notification forms and insurance certificates will be greatly enhanced and simplified. Just go to www.e2ma.org and login to the EAC registration system with your RSNA user ID and your booth number as your password. For those exhibitors without internet access, a faxable EAC registration form is provided here.

What's an EAC?

An Exhibitor Appointed Contractor (EAC) is a company, other than the official contractor, that provides exhibit services (eg. audio visual, I&D, floral, photography, etc.). If you hire an EAC, they will need a badge to access your booth during move-in, show dates and move-out of RSNA. For coordination and security purposes, exhibitors who choose to use an EAC must comply with all show rules and regulations, and complete the E2MA registration process by October 14, 2016. A complete explanation of the regulations governing EACs can be found in Rule 7: Contractor Services in the RSNA Rules and Regulations. **Forms will only be accepted if filled out by an authorized representative of the exhibiting company.**

Register online!



Registering your EAC at www.E2MA.org is the most convenient and timely way to assure you get the EAC you want! Once you've selected your EAC(s) online, the rest of the process is automatic. EAC insurance certificates will be forwarded to show management. Then, your EAC will be able to visit the RSNA web site to order all the move-in badges they need. EAC registration online is so easy, it means less work for you in the long run, which means more time for you to concentrate on other important aspects of your exhibit.

www.E2MA.org

Online registration is preferred, however, hard copies of forms can be accepted. Please fill out one form per EAC.

Please type or print

EXHIBITING COMPANY		DATE
EXHIBITOR CONTACT	PHONE	
EMAIL		
USER ID (BOOTH NO.)	PASSWORD	
EAC		
EAC CONTACT		
STREET ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	
EAC EMAIL		
DESCRIPTION OF SERVICE FOR EXHIBITING COMPANY		

RETURN FORM TO:

E2MA

2214 NW 5th St., Bend, OR 97701

541/317-8749 fax

541/317-8768 tel