



WORK AUTHORIZATION REQUEST

5-8 MAY 2014
RELIANT PARK
HOUSTON, TX USA

Submit by 18 MARCH 2014

IMPORTANT: REFER TO UNION REGULATIONS

THIS FORM MUST BE COMPLETED BY CONTRACTED EXHIBITING COMPANY

Exhibitors using the OTC official labor contractor (Freeman) or an Exhibitor-Appointed Contractor (EAC) to install or dismantle their exhibit space must return this form. An EAC is any person or company, other than the designated "official" or "exclusive" contractors that is hired to provide a service and requires access to your exhibit any time during installation, exhibition dates and/or dismantling. Exhibitors are responsible for advising OTC management by submitting this form.

Please check applicable box:

- We have requested labor through the OTC official labor contractor, Freeman.
- We will use an Exhibitor-Appointed Contractor in accordance with the 2014 OTC Exhibit Regulations. The exhibiting company is responsible for the actions of their Exhibitor-Appointed Contractor(s) for any violations or damages that may occur.

ALL SECTIONS MUST BE COMPLETED:

EXHIBITOR-APPOINTED CONTRACTOR COMPANY NAME

COMPANY CONTACT

ADDRESS

CITY STATE COUNTRY POSTAL CODE

TELEPHONE FACSIMILE E-MAIL ADDRESS

ON-SITE CONTACT CELL PHONE NUMBER

Describe in detail the service(s) the above Exhibitor-Appointed Contractor will provide for your company.

Please photocopy this form for any additional EXHIBITOR-APPOINTED CONTRACTORS

EXHIBITING FIRM BOOTH #

REQUESTED BY (PRINT NAME) SIGNATURE DATE

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TELEPHONE EMAIL ADDRESS

Submit by 18 March 2014 to: Mary Ann Outarsingh, Exhibits Administrator
Facsimile: +1.877.419.1364
Telephone: +1.972.952.9518
P.O. Box 833868, Richardson, TX 75083-3868, USA