



- Advertising in Public Areas of the Center: Javits Center
- Business Center: FedEx

Exhibitor Appointed Contractors (EAC)

- EACs are hired by exhibitors to build and dismantle exhibits. EACs supply their own on-site management and hire exhibit building labor employed by the Javits Center.
- In order to hire labor directly from the Center, EACs must open an account, which requires, among other things, the posting of a guarantee of payment bond or letters of credit and the fulfillment of certain insurance requirements.
- For more information, please refer to the [Exhibitor Appointed Contractor](#) section of the online manual.

Exhibit Booth Construction

- All materials used in exhibit construction and decoration (including without limitation hard wall, canopies, drapes, foam core, tablecloths, burlap, scrim or similar materials) must be fire retardant
- Exhibitors and contractors must have available on site for inspection the appropriate paperwork to demonstrate that these requirements have been met, that either a tag affixed to the item demonstrating that the item has been flame-proofed by the manufacturer or a certificate (valid for one year) demonstrating post-purchase application of fire retardant.
 - Spot checks of compliance with this requirement will be conducted periodically. In addition, field flame tests may be conducted. Appropriate action will be taken if such inspections and tests reveal incidents of non-compliance.

Exhibitor Registration

- Exhibitor staff personnel wishing to enter the exhibit floor must wear an **Exhibitor Badge** at all times during Move-In, Show Days and Move-Out.