



March 9–12 | Las Vegas

## GLOBAL HEALTH CONFERENCE & EXHIBITION

### EXHIBITOR APPOINTED CONTRACTOR (EAC) RULES & REGULATIONS

#### COMPLIANCE & REGISTRATION

*The Show Organizer has the right and obligation to establish and enforce equitable Rules and Regulations for HIMSS26 for the mutual benefit of all Exhibitors and Attendees to the event. **Please read this document carefully.***

- EACs must comply with all rules set by the Show Organizer, Venue, and Exhibitor Service Manual.
- EACs must register via the [online EAC portal](#) and pay the fee per booth/meeting room serviced.
- A 6% credit card fee applies to canceled applications after processing.
- No refunds will be issued post show.
- Workers must always wear designated daily wristbands.

#### INSURANCE REQUIREMENTS

EACs must submit a valid Certificate of Insurance (COI) via the online portal by **EAC Deadline of February 4, 2026** or will be denied floor access.

##### Required coverage includes:

- General Liability: \$1,000,000 per occurrence, \$2,000,000 aggregate, \$2,000,000 products and completed operations aggregate, \$5,000 medical expense, and \$300,000 damage to premises..
- Automobile Liability: \$1,000,000 (if operating on the show floor).
- Workers Compensation: As required by law, with \$1,000,000 employer's liability coverage.
- Additional Insureds *HIMSS26, Informa Connect USA, LLC, Freeman Expositions, LLC., The Venetian Expo & Convention Center, Venetian Casino Resort LLC, Grand Canal Shop II, LLC, (GCS") The Shoppes at the Palazzo, LLC ("SATP") and their respective officers, agents, employees, representatives, and volunteers.*
- Full event dates, including move-in/move-out dates: March 4-14, 2026.
- Certificate holder: *Informa Connect USA, LLC, ATTN: HIMSS26, 225 Bush Street, 18<sup>th</sup> Floor, San Francisco, CA 94104.*

#### ON-SITE REGULATIONS

- EACs must confirm work orders before arrival and may not solicit additional work.
- Motorized carts, scooters, and mechanical material handling equipment are prohibited.
- Floor marking tape must remain in place until show close.
- Booth designs must comply with the Exhibitor Services Manual.

- EACs must adhere to fire, safety, and exhibit hall regulations.

#### LABOR & CONTRACTOR COORDINATION

- EACs must cooperate with Freeman Exhibitions, LLC (the General Services Contractor (GSC)) for efficient labor, space, and time use.
- Installation must be completed by 1:00 PM on March 9 and dismantled by 10:00 AM on March 14.
- EACs must follow all labor laws, venue regulations, and union contracts. Any labor disputes affecting the event will be the EAC's full responsibility.
- EACs must pay costs related to their operations, including overtime, space restoration, and waste disposal.

#### FACILITY & SPACE MANAGEMENT

- The exhibit floor, aisles, docks, and storage areas are under GSC control; EACs must coordinate activities accordingly.
- EACs must keep operations within their client's exhibit space—no service desks, storage, or work areas outside of designated booths.
- Aisles and public spaces must always remain clear.

#### SHOW ORGANIZER AUTHORITY & ENFORCEMENT

- The Show Organizer has final authority over all show rules and participation.
- EACs must meet all the venue and GSC requirements to operate at HIMSS26.
- EACs must provide emergency contact details and a local contact available during move-in and move-out.
- **Access Denial:** EACs will be barred from the show if they:
  - Breach any show regulations.
  - Cause labor disputes, strikes, or disruptions.

#### LIABILITY & RISK MANAGEMENT

- EACs are responsible for their own property; the Show Organizer and venue assume no liability for theft, damage, or loss.
- EACs must obtain appropriate insurance coverage for property loss and liability risks.
- EACs must be registered and authorized to work in Las Vegas, NV and comply with all federal, state, city, and venue regulations.
- By participating, EACs agree to these terms and acknowledge their responsibilities.