



Notification of Intent to Use an Independent Contractor

The contractor listed below will install and dismantle our booth in accordance with all exhibitor rules and regulations as specified in the exhibitor prospectus and the service kit. We understand that failure to do so may result in immediate removal from the exhibit hall. In addition, the exhibitor shall provide evidence that the exhibitor-appointed contractor has filed a proper certificate of insurance with a minimum of \$1,000,000 liability coverage, including property damage, with show management and Freeman on or before August 14, 2025. Requests received after August 14, 2025, will be subject to approval.

Certificates of insurance must include a minimum of \$1,000,000 liability coverage (including property damage) naming each of the following as Additional Insured:

- American College of Chest Physicians/CHEST Annual Meeting 2025
- Freeman Companies
- McCormick Place Convention Center

Company Name

Contact Name

Telephone

Email

Signature

This is official notification of our intent to use the following independent contractor at CHEST 2025.

Company Name

On-site Contact Name

Email

Office Phone

Cell Phone

Services Provided

This form must be submitted by August 14, 2025, to:

Jackie Georgiev
jgeorgiev@chestnet.org
American College of
Chest Physicians 2595
Patriot Blvd
Glenview, IL 60026