Site Improvement Request Form

DEADLINE: MARCH 1, 2015

Any exhibitor requesting to enhance their outdoor exhibit space, by means of but not limited to, concrete, structures (non-mobile), other than a tent or landscaping (trees or shrubbery can be no taller than 12') must submit the site improvement request form and a site plan for approval by EAA to the Exhibit Office no later than March 1, 2015. See Service Contractors for approved landscapers.

Note: Some site improvement requests will require EAA to provide a quote. Some of these quotes will require surveying of the exhibit space. All cost incurred for the surveying process will be the responsibility of the company/ person requesting the quote. EAA will notify companies if surveying costs will apply to their quote process.

Company Name:_____

D/B/A/ Name: _____ Booth/Space No.:_____

E-mail:_____ Telephone:_____

Company Representative:_____ Title: _____

Company Address:_____

City: _____ State:_____ Country: _____ ZIP: _____

Below is an explanation of what improvements we as a company would like to make to our Exhibit site. Please remember to also include a site plan for the below improvements no later than March 1, 2015.

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