

Exhibiting Information

APSAC'S 24th Annual Colloquium

We invite you to exhibit at the APSAC Colloquium to be held June 22-25, 2016, at the Sheraton New Orleans Hotel in New Orleans, LA. Display your products and services to a multidisciplinary population of child maltreatment professionals from across the country. Exhibits will be located in the foyer area along with the registration desk and break stations.

Exhibit Hours (subject to change):

Exhibit Set Up: Tuesday, June 21, 5:00 PM – 7:00 PM and

Wednesday, June 23, 8:00 AM – 12:00 PM

Exhibit Open: Wednesday, June 22, 8:00 AM – 5:00 PM

Thursday, June 23, 8:00 AM – 5:00 PM

Friday, June 24, 8:00AM – 5:30 PM

Saturday, June 25, 8:00 – 12:00 PM

Exhibit Exit: Saturday, June 25, 12:30 PM – 1:30 PM

Exhibit Regulations

Submittal of an exhibit application does not constitute automatic acceptance.

Applications will be reviewed for approval by the conference planning committee. If an application is accepted, the conference sponsors will provide the exhibitor's one skirted table with a chair, name badge, refreshments, and a conference folder. **Attendance at the conference institutes/workshops is not included.** Space assigned will depend on amount of space requested and availability. The conference sponsor reserves the right to rearrange the floor plan and to relocate any exhibit at any time prior to the opening of the conference. The Exhibitor is responsible for securing the contents of their table. **Acceptance of an exhibitor's application does not constitute APSAC's endorsement of any company/organization's products, goods or services.** Sample brochures are due at time of application. Canvassing or distributing advertising matter outside the exhibitor's own space will not be permitted. The exhibitor is responsible for all federal, sales and local laws regarding sales tax and laws that pertain to such sales. Audio equipment will be kept at a noise level that does not disturb nearby exhibitors. No food or beverages are to be sold or given as samples.

Delivery of Exhibits

Exhibitors should make direct arrangements with their own agents for the storing, transportation, set-up, and removal of exhibits. Exhibitors should arrange a representative to be at the table to receive goods as they arrive. The arrangement and payment for transporting goods to the venue, receiving goods as they arrive, and decorating its exhibits is entirely the responsibility of the Exhibitor. The Organizers take no responsibility for any damages incurred to exhibits during transportation, set-up and dismantle.

Exhibitor Application
APSAC's 24th Annual Colloquium
June 22-25, 2016 – Sheraton New Orleans Hotel, New Orleans, LA



Exhibitor Registration Deadline: May 22, 2016

Name to appear on name badge (one badge per exhibit – exhibitors only): _____

Company/Organization: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____ Email: _____

Does exhibit need electrical hookup? (extra charges will apply): _____

Does exhibit need internet hookup? (extra charges will apply): _____

Describe type of organization/business and materials to be displayed:

Exhibit Fees: \$400 non-profit \$500 for profit

Materials distribution

APSAC can insert your brochure into each participant's registration packet or display it on the resource table. An inexpensive but highly effective way to get your message into the hands of professionals in the field! Brochure size should not exceed 8 1/2" x 11" and be no more than 5 pages in length. **Submission deadline May 22, 2016.**

Resource table space

\$50 not-for-profit/per publication

\$150 for-profit/per publication

Insertion in registration packets

\$250 not-for-profit

\$350 for-profit

For other sponsorship and advertising opportunities please contact us at the email address below.

Method of Payment : Payment must accompany registration

APSAC FEIN #: 93-094-0608

A check for \$ _____ is enclosed. Make check payable to **APSAC**.

Please charge credit card: Master Card Discover Visa
Card No. _____ SVC _____ Expiration Date _____

Name of Card Holder (PRINT): _____

Authorized Signature: _____

I understand that no space will be confirmed without this signed contract and payment in full. I have read and understand the enclosed exhibit regulations that are part of the terms of this contract, and agree to abide by them and any additional rules deemed necessary by the conference sponsor. No refunds for cancellation requests after May 22, 2016. Written cancellation requests received by May 22, 2016 will be honored. Refunds less a \$50 administrative fee will be returned 4 – 6 weeks following the conference.

Contact Person (print): _____

Authorizing Signature: _____ Title: _____

Submit to: APSAC Colloquium/Exhibitor Registration Form

1706 E. Broad Street

Columbus, OH 43203

Phone: 614.827.1321

Toll Free: 1.877.402.7722

Fax: 614-251.6005

apsac@apsac.org