AAPASS Exhibitor Contract

Alabama Association of Prevention, Attendance, and Support Services

22410 MOORESVILLE ROAD
Athens, Alabama 35613
(256) 651-4437

SCHOOL SUPPLIERS:
Here is your opportunity…

To exhibit with Prevention/Attendance/Support Services school leaders

The AAPASS Conference
Exhibit Dates – March 4 & March 5, 2020
Battle House Hotel
Mobile, ALABAMA

Exhibitor Service Kit:

- Application for Exhibit Space
- Rules, Regulations and Instructions
AN INVITATION TO EXHIBITORS

You are invited to exhibit at the conference for prevention/attendance and support services school leaders at the AAPASS Conference March 4th & March 5th 2020 Mobile, Alabama.

We know how important your participation is. The new ideas and materials that you bring will be one of the highlights of our conference. You can meet the educational leaders in Alabama, expand your network of contacts, display your products and services effectively, and concentrate your marketing efforts on a receptive audience.

To insure maximum visitation with exhibitors, special times are built into the convention program for visiting exhibits.

AAPASS works hard to make your visit with us worthwhile! You are an extremely important part of our conference, and we want you back each year. AAPASS is proud that our conference has grown and we attribute much of this success to our exhibitors

Upon receipt of your contract and payment for exhibit space, we will confirm your assignment.

For Room Reservations: Call The Battle House Hotel at 1-866-316-5957 and ask for the Conference, Booking ID# AAPASS. The group rate is $119.00 for single/double rooms. Reservations received after 2/4/2020 may not be eligible for the discounted room rates.

Thank you,
Bobby Jackson

2020 AAPASS Conference Tentative Agenda

**Tuesday, March 3rd, 2020**
5:00 PM Executive Board Meeting
4:00 PM Vendor Set-up

**Wednesday March 4th 2020**
7:30AM – 8:00AM Registration/Coffee
8:00AM – 8:15AM Welcome
8:15AM – 8:30AM Intro of Vendors
8:30AM - 9:30AM Keynote Speaker
9:30AM –10:00AM Visit Vendors
10:00AM –11:15AM Break-Out Sessions
11:15AM –12:15PM Lunch/Visit Vendors
12:15PM – 1:30PM Break-Out Session
1:30 PM – 2:00PM Visit Vendors
2:00 PM -  3:15 PM Break-Out Session

**Thursday March 5th 2020**
7:30AM – 8:00AM Registration/Coffee
8:00AM –  9:15AM Break-Out Session
9:15AM – 9:45AM Visit Vendors
9:45AM – 11:00 AM Break-Out Session
11:00AM –11:30 AM Visit Vendors
11:30AM – 12:45 PM Break-Out Session
12:15PM – 12:45 PM Visit Vendors
12:45PMP-1:15 PM District Meetings
1:15PM – 1:30 PM Elections
AAPASS CONTRACT INFORMATION FOR EXHIBIT SPACE  
Exhibitor Dates – March 4th & March 5th, 2020  
Mobile, Alabama

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**Brief description of product/service (Please limit to 2 sentences)**

BOOTH INFORMATION

Name for booth sign

Name Badges

1. ___________________________  
2. ___________________________

3. ___________________________  
4. ___________________________

5. ___________________________

**Note: Exhibit booths are 8’ x 10’ with a 6 foot draped table, two chairs, sign and a wastebasket.**

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Please attach this page to the contract information on the next page before sending it into AAPASS.
AAPASS SPONSORSHIP AND EXHIBIT SPACE
Exhibitor Dates – March 4th & March 5th, 2020
The Battle House Hotel,
Mobile Alabama

☐ Exhibit Booth .................................................................$300.00
☐ Additional Booth.............................................................$300.00
☐ Silver Sponsor (includes booth, meal sponsorship, short presentation at meal, recognition during conference) .................................................................$500.00
☐ Gold Sponsor (includes booth, Meal sponsorship, Short presentation at meal, address one session of conference 15 minutes, recognition at conference, company name on all printed conference materials, TWO nights lodging, and choice of booth location (first come first serve)) .................................................................$1000.00

BOOTH TOTAL _________

PAYMENT INFORMATION

☐ Check – make payable to AAPASS

Please make checks payable to:

AAPASS
22410 MOORESVILLE ROAD
Athens, Alabama 35613

☐ Visa – MasterCard – Discover Card ONLY

Cardholder Name as appears on card_______________________
Card Number _________________________________CVV____
Expiration Date_______ Cardholder Phone#________________
Cardholder Address_______________________________________
City_________________________ State_______ Zip Code_________

It is understood that the rules and regulations contained herein, and those on the official application become a part of the contract between the exhibitor and AAPASS. Acceptance of any exhibit application and notification to the applicant of such acceptance by AAPASS constitutes a contract. All points not covered in this document are subject only to the decision of AAPASS.

In accordance with the Rules and Regulations governing the exhibits for the AAPASS Conference to be held in Mobile, Alabama, the undersigned makes application for exhibit space and encloses a check to AAPASS for the booth rental.

SIGNATURE: ________________________________

Exhibit space is limited. Please mail form or email as soon as possible to guarantee a booth.

AAPASS
 c/o Bobby Jackson
22410 Mooresville Road – Athens, AL  35613
Please contact Bobby Jackson (256) 651-4437
Bwj13@charter.net
RULES, REGULATIONS AND INSTRUCTIONS

1. BOOTHs: Booth assignments will be made on a first come/first served basis, based on receipt of application and accompanying check.

2. USE OF SPACE: Subletting of space is PROHIBITED. NO exhibitor shall assign, sublet or apportion the whole or any portion of space allotted, or exhibit therein any goods other than those manufactured or distributed by the exhibitor in the regular course of business, nor permit any firm not exhibiting to solicit business or take orders in his place. *Sound equipment may be used for demonstration only. The use of sound or music for attracting attention is prohibited.

3. ABSENCE OF LIABILITY: AAPASS DOES NOT carry insurance covering exhibits, and does not assume any responsibility for damage arising from fires, lightning, smoke, civil commotion, or safety of property from theft. It is expressly understood that the exhibitor assumes all risks relating to participation in the exhibition. The exhibit area will be locked each night and a security guard(s) will be provided.

4. TERMS OF PAYMENT: There is a rental charge of $300.00 per booth. This includes five (5) badges for your group. All attendees must wear an AAPASS badge. NO refund will be made for cancellations. No exhibitor will be allowed to place equipment in the exhibit hall until full payment of the booth rental is received prior to the meeting date. Checks should be made payable to AAPASS.

5. CONDUCT OF BUSINESS BY EXHIBITORS: Because of certain IRS regulations, the sale of the article for delivery on the premises is discouraged. Sale for future delivery of products is permitted and encouraged.

6. SET UP AND EXHIBIT HOURS: Set up time is Tuesday, March 3, from 4:00 – 6:00 p.m. Exhibits open Wednesday, March 4th and Thursday, March 5th from 7:30 a.m. until 3:00 p.m.. All materials must be removed from exhibit hall by 4:00 p.m. on Thursday, March 5th

7. REGISTRATION: Exhibitor’s packet will be at assigned booth. Each person attending the convention and commercial exhibits will be REQUIRED TO REGISTER AND WEAR AN APPROPRIATE BADGE.

MAIL CHECK AND CONTRACTS FOR EXHIBIT SPACE TO
AAPASS

c/o Bobby Jackson
22410 Mooresville Road
Athens, Alabama 35613
For Additional Information,
Please contact Bobby Jackson (256) 651-4437
Bwj13@charter.net

* ALL VENDORS, EXHIBITORS, OR SOLICITORS ATTENDING THE AAPASS CONFERENCE ARE REQUIRED TO PURCHASE A BOOTH AND WEAR VENDOR BADGES. THIS REQUIREMENT IS THE ONLY WAY WE CAN BE FAIR TO ALL OUR EXHIBITOR FRIENDS.