



**The AASSP/AAMSP Fall Conference
Partnership Exhibit Date – November 10-11, 2018
Perdido Beach Resort
Orange Beach, Alabama**

Exciting New Changes for Our Partners

For the convenience of our partners and attendees, AASSP/AAMSP and AAESA are holding back-to-back conferences at the Perdido Beach Resort. Partners will have the opportunity to provide support for one or both organizations without having to pack-up and return on a different date.

Partners who are exhibiting for both conferences should complete separate contracts and only set up once.

2018 Tentative Agenda

Saturday November 10, 2018

9:00 a.m. – 11:00 p.m. Partner Setup
11:00 a.m. – 4:00 p.m. Exhibits Hall Opens
12:00 a.m. - 1:30 p.m. Board Meetings
1:30 p.m. – 2:00 p.m. Visit Partners
2:00 p.m. – 3:30 p.m. General Session
4:30 p.m. – 6:00 p.m. Reception with Partners

Sunday November 11, 2018

7:30 a.m. – 1:00 p.m. Exhibit Hall Opens
7:30 a.m. – 8:30 a.m. Breakfast with Partners
8:30 a.m. – 9:45 a.m. General Session
9:45 a.m. – 10:15 a.m. Visit Partners
11:00 a.m. – 11:45 a.m. Breakout Sessions
12:00 a.m.- 1:00 p.m. Lunch with Partners
1:00 p.m. Exhibits Close

926 Pelham Street • P.O. Box 428 • Montgomery, Alabama 36101-0428
(334) 265-3610 or (800) 239-3616
Fax (334) 265-3611
www.clasleaders.org
Starr Wilson starr@clasleaders.org

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 Partner 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:** AASSP/AAMSP 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 per booth (includes meals/breaks). This includes up to five (5) badges for your group. All Partners must wear an AASSP/AAMSP badge. **NO refund** will be made for cancellations. No Partner 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 AASSP.
5. **CONDUCT OF BUSINESS BY PARTNERS:** 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. **REGISTRATION:** Partner'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 PARTNER EXHIBIT SPACE TO
AASSP
P. O. Box 428
Montgomery, Alabama 36101-0428

AASSP/AAMSP CONTRACT INFORMATION FOR PARTNERSHIP EXHIBIT SPACE

Exhibit Date – November 10-11, 2018
Perdido Beach Resort – Orange Beach, Alabama

Company Name

Representative (for listing in the conference program)

Program Address (for convention, website, and magazine)

Program City, State and Zip

Program Phone

Program Email)

Brief Description of Product/Service (**25 words or less** – AASSP reserves editing rights)

Booth Representative

Booth Representative

Booth Representative

Booth Representative

Booth Representative

Billing Address (if different from program address)

Billing City, State and Zip

Billing Phone

Billing Fax

Confirmation Email

Order Form for Exhibit Booth:

Contact **Wave Audio Visual Productions** - sales@waveavp.com or call **251-968-9283** and reference **2018 AASSP**. **Internet is not included with booth fee.**

Exhibit booths are piped and draped with a 6 foot draped table, two chairs, sign and a wastebasket.

NOTE: Booth numbers will be assigned the week prior to the conference. Please give your company name when ordering. The exhibit hall is carpeted.

Housing: Call (800) 634-8001 to make reservations at Perdido Beach Resort. The 2018 AASSP/AAMSP Conference booking ID is #12840. Guest room rates per night (not including taxes and fees)- Angle view - \$111, Pass view - \$121, Pool view - \$131 and must be reserved by October 12, 2018. www.perdidobeachresort.com

Exhibitor Dates –November 10-11, 2018

Perdido Beach Resort – Orange Beach, Alabama

- Early Bird Exhibit Booth registration by Sept. 10, 2018\$450.00
- Exhibit Booth Registration by Oct. 10, 2018\$475.00
- Exhibit Booth Registration after Oct. 10, 2018\$500.00
- Additional Booth\$450.00

BOOTH TOTAL _____

SPONSORSHIP OPPORTUNITIES

Contact Katrina Akers for sponsorship opportunities – katrina@clasleaders.org

- Official Conference Partner - \$2,000**
(free exhibit booth and advertising before all general sessions)
- Reception Sponsorship - \$3,000**
(advertising before all general sessions, and free, large booth area for active displays during Partner Reception, speaking opportunity at Partner Reception)
- Keynote Speaker Sponsorship - \$3,000**
(free exhibit booth and introductory opportunity of the keynote speaker)
- Continental Breakfast - \$1,000**
(free exhibit booth and advertising during breakfast)
- Refreshment Sponsor - \$1,000**
(free exhibit booth and advertising during refreshments)

SPONSORSHIP TOTAL _____

GRAND TOTAL _____

PAYMENT INFORMATION

- Check – make payable to AASSP

Please make checks payable to:

AASSP
P.O. Box 428
Montgomery, AL 36101-0428
or fax to (334) 265-3611

Cardholder Name as appears on card _____

Card Number _____ CVV _____

Expiration Date _____ Cardholder Phone# _____

Cardholder Address _____

City _____ State _____ Zip Code _____