We invite you to participate in the Book Exhibit or include a flyer in conference bags, or sponsor an event at the 2022 annual meeting of the American Psychology-Law Society, at The Sheraton Hotel, Denver, Colorado. We anticipate approximately 1,000-1,100 participants, both domestic and international.

Full COVID-19 vaccination following the Centers for Disease Control and Prevention (CDC) guidelines or the World Health Organization's guidelines will be required for all exhibitors, barring medical or religious exemption. Other mitigation efforts, including masking and distancing, will be determined in line with public health guidelines as the conference approaches, and will be announced as soon as we have this information.

Why Exhibit/Advertise? The members of AP-LS represent a highly educated market that influences health care delivery, research, higher education, and law. They buy and develop the products and services you deliver. Psychologists, psychiatrists, and law professionals from across the country will attend this meeting. There is also a large student population in attendance.

Exhibitors will have the option of choosing to have a table top exhibit, one, two, or all three days of the conference.

Exhibit Hours
Thursday, March 17th 12:00 PM - 5:00 PM
Friday, March 18th 8:00 AM – 5:00 PM
Saturday, March 19th 8:00 AM – 5:00 PM

Installation of Exhibits
Thursday, March 17th 9:00 am – 12:00 PM

Assignments of Space
Applications for exhibit space must be made on the form enclosed. Exhibitors with affiliations to parent companies who desire space together should submit the applications together. **Priority of space assignment will be based on the date and time the application is received.** Exhibit booth payment can be made by check or credit card. A deposit of $200 should be enclosed with application.

Acceptance of Exhibits
The AP-LS Conference Committee will determine whether an exhibit is deemed appropriate. First time exhibitors should include a sample brochure. Unethical conduct or infraction of rules on the part of the exhibitor will subject the exhibitor to dismissal from the exhibition area, in which event it is agreed that no refund shall be made by AP-LS, and, further, that no demand for redress will be me by the exhibitor.
Exhibit Booth
Table top booths (includes 6’ table, 2 side chairs, wastebasket)

Attendee Packets
As a courtesy to our exhibitors, the normal fee will be waived for placing a flyer or other promotional material in each attendee’s packet.

Operating Exhibit
Soliciting or demonstrating by an exhibitor must be confined to the exhibitor’s own booth/table. Exhibitors may not assign, sublet, or apportion any part of the space allotted to them.

Order taking by exhibitors accepting checks or credit cards is permitted, provided all transactions are conducted in a manner consistent with the scholarly and professional nature of the meeting. Cash transactions are discouraged.

Liability
The exhibitor/advertiser, upon contracting to exhibit/advertise, expressly releases AP-LS, the APA, or any of its officers, directors, employees, or committee members from any responsibility or liability for any injury, loss, or damage that may occur to the exhibitor or the exhibitor’s employees during, or subsequent to the period covered by the contract.

Cancellation/Refund
Fifty percent refund for cancellations received prior to January 31, 2022. No refunds after February 14, 2022.

Shipping
Instructions for shipping your display to the hotel will be sent after reservations are made. The hotel may charge your organization for receiving boxes. Please do not send materials to the AP-LS Central Office. For questions, contact Kathy Gaskey: apls@ec.rr.com or by phone: 704-456-7276.

Contractual Agreement
It is agreed that the exhibitor will abide by the rules and regulations of the annual meeting of AP-LS before, during, and after the exhibit, and by other reasonable rules considered necessary by the hotel, provided that these rules do not materially alter the exhibitor’s contractual rights.
Application for Exhibit Space

March 17-19, 2022, The Sheraton Hotel, Denver, Colorado

AP-LS Annual Conference

AP-LS is hereby authorized to reserve space for my/our exhibit at the annual meeting to be held at The Sheraton Hotel, Denver, Colorado Table Top Space

1. Tabletop booth: **$125 per Table ½ day (Thursday) / $250 (each day) per Table full day (Friday, Saturday)**.

2. Total number of booths requested: ____________________

3. Days booth requested (Thur/Fri/Sat): ____________________

4. Company ______________________________ City/State/Zip ____________________

5. Representative’s contact info: ______________________________

6. Principle products to be displayed (first time exhibitors, please enclose a sample brochure):

**B. Please provide a description of the exhibit (to appear in conference program)**

**C. Payment** – Down payment of $200 is enclosed for exhibits. Balance due by **February 17, 2022**.

1. Payments should be made out to APLS and sent to: Kathy Gaskey, APLS, PO Box 805, Harrisburg, NC 28075. Fax form to 704-456-7276 or email to: apls@ec.rr.com

2. Credit card payment: Visa/MC/Discover/AMEX (circle one)

Account Number __________________________ Exp: _____ Sec Code __________
Name on Card: _____________________________
Billing Address ______________________________
Amount: $_________ Signature: ________________________

**D. Agreement and Signature**

In making this application we agree to conform to the exhibit regulations of the annual meeting of the American Psychology-Law Society. It is mutually agreed that all regulations shall be interpreted by the AP-LS conference committee, and the parties hereto shall be bound by such interpretation.

**Name of Company:** ______________________________________________________

**Name of contact authorized to sign:** ____________________________________________

Signature: __________________________ Title: __________________________

**Mailing Address:** __________________________________________________________

City/State/Zip/Country: _______________________________________________________

**Federal Tax ID# or SS#:** __________________________________________________

**Tel:** __________________ Fax: __________ Email: __________________________

**Web Address:** __________________________ Date: __________________, 20___

**For AP-LS Use Only**

Cost of Exhibit $____________________  Balance Due $____________________
Deposit Received ______________  Date/Check # __________________________
Date/check # __________________  Confirmation Sent: ____________________
2022 AP-LS Conference Promotional Opportunities

**Take-One Brochure Table** – For the benefit of those who do not, or cannot, rent a booth exhibit, a Take-One Brochure Exhibit/Table for the distribution of free brochures and other material is available. Pamphlets, brochures, leaflets, cards, magazines, etc. will be displayed prominently so that those visiting can help themselves. This will be for paid Take-One Exhibitors ONLY. Other materials will be removed. A one-time fee of $100 will be charged for this service. *Unused materials will not be returned.*

For more information, please contact:
Kathy Gaskey
PO Box 805
Harrisburg, NC 28075
Phone: (704) 456-7276
Fax: (704) 456-7276
E-mail: apls@ec.rr.com or ckgaskey@gmail.com

**Attendee Packets**
To place a flyer in an attendee’s packet, please contact Kathy Gaskey –apls@ec.rr.com. **Price is $250 per item unless vendor is also advertising elsewhere.** If vendor is exhibiting (other than the Take-One table), **this fee is waived.**

**Sponsorship**
We also welcome proposals of sponsorship to defray costs of meeting materials, catered events, audio-visual, etc. For instance, conference bags and/or name tag lanyards could have your company’s name on them, or a cocktail reception could be sponsored by your organization and referred to in the program accordingly. Please contact Kathy Gaskey, **APLS@ec.rr.com** for details.
Application for Program Advertising

March 17, 18, 19, 2022 – The Sheraton Hotel, Denver, Colorado

AP-LS Annual Conference

AP-LS is hereby authorized to reserve space for advertisement in the AP-LS conference program.

E. Take-One Exhibit/Table
   $100

   Leaflet Space (in packet) $250 (unless exhibitor)
   (Include Sample)

   TOTAL $_____

F. Payment: Full fee enclosed for advertising.

   1. Payment should be sent to: Kathy Gaskey, APLS, PO Box 805, Harrisburg, NC 28075, phone/fax 704-456-7276
   2. Credit card payment: Visa/MC/Discover/AMEX(circle one)

   Account Number_________________________ Exp:____ Sec Code:____

   Name on Card:_____________________________________________________

   Billing Address:___________________________________________________

   Amount:$_________ Signature:______________________________________

G. Agreement and Signature

   In making this application we agree to conform to the advertising regulations of the annual meeting of the American Psychology-Law Society. It is mutually agreed that all regulations shall be interpreted by the AP-LS conference committee, and the parties hereto shall be bound by such interpretation.

   Name of Company:_________________________________________________

   Name of contact authorized to sign:___________________________________

   Signature:_________________________ Title:___________________________

   Mailing Address:___________________________________________________

   City/State/Zip/Country:_____________________________________________

   Federal Tax ID# or SS#:____________________________________________

   Tel:_________________________ Fax:_________________________ Email:__________________

   Web Address____________________ Date:_________________________, 20_____

   For AP-LS Use Only

   Cost of Space/Ad $________________ Date/check #_____________________
   Payment Received________________ Confirmation Sent:_________________