



CONTRACT FOR EXHIBIT SPACE & EXHIBITOR RULES & REGULATIONS

This Contract for Exhibit Space incorporates the **APSCON 2022** Rules & Regulations and APSA exhibitor insurance requirements, included herein. By signing this contract, you acknowledge you have read and understand the exhibitor Rules & Regulations and agree to abide by them and any additional rules deemed necessary by the Airborne Public Safety Association (APSA). For additional information or inquiries, please call 301-631-2406. Please complete the fields below as you would like your company listed in the official Program Guide. Company description may be submitted to bosborne@publicsafetyaviation.org and is due by May 30, 2022.

ALL MATERIALS REGARDING **APSCON 2022** SHOULD BE SENT TO:

Exhibiting Company: _____

Address: _____

City/State/Zip: _____ Country: _____

Website: _____

Phone: _____ Fax: _____

Exhibit Contact: _____ Email: _____

Signature: _____ Date: _____

EXHIBIT SIZES

- | | | |
|----------------------------------|----------------------------------|----------------------------------|
| <input type="checkbox"/> 10 x 10 | <input type="checkbox"/> 10 x 20 | <input type="checkbox"/> 10 x 30 |
| <input type="checkbox"/> 20 x 20 | <input type="checkbox"/> 20 x 30 | <input type="checkbox"/> 30 x 40 |
| <input type="checkbox"/> 30 x 50 | <input type="checkbox"/> 50 x 50 | <input type="checkbox"/> 50 x 60 |

BOOTH SPACE PREFERENCE*

#1 _____ #2 _____

Companies we would like to be near / away from (circle): _____

**Every effort will be made to secure the exhibit space(s) in the priority you have listed. Priority is determined by the date of the request for space, accompanied by full payment.*

ADVERTISING

- | | | | |
|---|-------|--|--------|
| <input type="checkbox"/> Aisle Signs | \$500 | <input type="checkbox"/> Program Guide (Cover) | \$1350 |
| <input type="checkbox"/> Tote Bag Inserts | \$500 | <input type="checkbox"/> Program Guide (4C Ad) | \$1100 |
| <input type="checkbox"/> APSA TODAY (1) | \$325 | <input type="checkbox"/> Program Guide (BW Ad) | \$ 750 |
| <input type="checkbox"/> APSA TODAY (3) | \$925 | <input type="checkbox"/> Hotel Key Cards | \$4500 |
| | | <input type="checkbox"/> Publication Bins | \$ 150 |

SPONSORSHIPS

Please contact Benay Osborne to contract your sponsorship today at 301-631-2406 or via email at bosborne@publicsafetyaviation.org.

ACCOUNTING

Booth Fee \$ _____

Advertising/Sponsorship Fee(s) \$ _____

Non-Corporate Member surcharge* ☐ \$ 500.00

TOTAL AMOUNT \$ _____

**Check box if you would like to apply the non-corporate member surcharge towards one-year Corporate Membership dues (\$400 value)*

BILLING ADDRESS

☐ Please check box if same as mailing address

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____ COUNTRY _____

PHONE _____ FAX _____

EMAIL _____

PAYMENT MUST ACCOMPANY FORM

Please make checks payable to APSA, or use your VISA, MasterCard, Discover or American Express.

☐ VISA ☐ MASTERCARD ☐ DISCOVER ☐ AMERICAN EXPRESS

CREDIT CARD NUMBER _____ AMOUNT _____

EXP (mm/yy) _____ V-CODE _____

NAME AS IT APPEARS ON CARD _____

SIGNATURE _____

Please return this form to:

Airborne Public Safety Association

APSCON 2022

50 Carroll Creek Way, Suite 260, Frederick, MD 21701

F 301.631.2466

E bosborne@publicsafetyaviation.org

REGISTRATION AND CANCELLATION/REFUND POLICY: Exhibitors may reduce or cancel contracted space by submitting written notice to APSA Headquarters on the following schedule:

- Written notice received 60 days or more from the event: 75% refund
- Written notice received 30 – 59 days from the event: 50% refund
- No refunds will be issued less than 30 days from the start of the event.

ATTENDEES, PRESENTERS & EXHIBITORS –APSA CODE OF CONDUCT POLICY

Attendees, Presenters and Exhibitors at APSA events are expected to comply with instructions from staff members, convention center or hotel personnel, and are expected to conduct themselves at all times in a courteous, professional and respectful manner, refraining from language and actions that might bring discredit upon themselves, their agency, company or APSA. Such conduct includes, but is not limited to, actions disrupting the businesslike atmosphere, harassment, discrimination, inappropriate language, failing to comply with all local, state, and federal laws, and activities that endanger self and others. Attendees, Presenters and Exhibitors who do not comply with this code of conduct at any event may be removed from said event and barred from participating in any manner all future APSA sponsored or co-sponsored events.