

# 34<sup>TH</sup> Annual Conference

# AASP 2019

PORTLAND, OREGON OCTOBER 23-26

## EXHIBITOR PROSPECTUS



ASSOCIATION for APPLIED  
**SPORTPSYCHOLOGY** 



The Association for Applied Sport Psychology (AASP)  
invites you to exhibit at our 34<sup>th</sup> Annual Conference!

# AASP 2019

## Audience

- Founded in 1986, the Association for Applied Sport Psychology (AASP) is an international, multidisciplinary, professional organization with over 2,400 members in 50 countries
- For over 30 years, it has been the preferred organization for sport psychology consultants and professionals
- AASP members work with athletes, coaches, non-sport performers (dancers, musicians), business professionals, and tactical occupations (military, firefighters, police) to optimize performance
- AASP members have backgrounds in a variety of areas including sport science, social work, counseling and clinical psychology
- Sport science consists of many sub-divisions, including kinesiology, biomechanics, sport management, sport physiology, sport nutrition, athletic training, and others. The association has over 32,000 monthly visits with over 22,000 unique visitors monthly and over 12,000+ social media followers

## Annual Conference Overview

- The AASP Annual Conference is a four-day event that takes place every year in September or October, attended by over 1,000 – 1,200 industry professionals.
- The conference features over 100 workshops, lectures, panels, and symposia, delivering continuing education on the latest techniques and practices in the field
- It combines academic research discussions as well as industrial talks, the conference is a perfect opportunity for a combination of networking, and career development opportunities
- Attendees are from various sport-related or psychology-related fields including thought-leaders in the field of sport and exercise psychology and applied practitioners who work with pro/elite athletes, collegiate, high school and youth sport populations
- Attendees also include recognized academicians, sport psychology training program directors, researchers & students

## MEETING ATTENDANCE STATISTICS

2018	<b>Toronto</b>	1,135
2017	<b>Orlando</b>	1,125
2016	<b>Phoenix</b>	1,125
2015	<b>Indianapolis</b>	1,025
2014	<b>Las Vegas</b>	1,150

## UPCOMING MEETINGS

<b>2020</b>	<b>2021</b>
Orlando	Las Vegas



## Application to Exhibit

In order to be considered for space assignment, application and payment must be returned by Friday, August 16, 2019. No application will be processed or space assigned until payment is received. Notification of acceptance and space assignment will be emailed at the end of August. The initial acceptance by the AASP of a payment and application does not constitute final acceptance of the application. If an application is subsequently denied, a full refund will be made promptly.

## Exhibit Assignments

Booth space will be assigned on a first-come, first-served basis, based on receipt of application and payment. Companies will be notified of their booth assignment in August. Exhibit management reserves the right to change location assignments at any time as deemed necessary. The exhibitor will be informed of any such change immediately and given the option to cancel with a full refund if the reassigned space is not acceptable.

## Hotel Accommodations

All conference activities will take place at the **Hilton Portland Downtown**, 921 SW 6th Ave, Portland, OR 97204.

The group rate is \$190 per night single/double, plus tax (currently 15.3%). The rate includes in-room internet and fitness center access.

To book your room, visit [www.appliedsportpsych.org](http://www.appliedsportpsych.org) or call 503.226.1611 and mention that you are with the Association for Applied Sport Psychology 34th Annual Conference. Rooms are available until September 20, 2019, or until the block sells out — whichever comes first.



## Exhibit Dates & Hours

### SET UP

**Wednesday, October 23** 3:00 p.m. – 6:00 p.m.

**Thursday, October 24** 7:30 a.m. – 9:30 a.m.

### SHOW HOURS

**Thursday, October 24** 9:30 a.m. – 4:00 p.m.

**Friday, October 25** 9:30 a.m. – 3:00 p.m.

**Saturday, October 26** 9:30 a.m. – 11:30 a.m.

### DISMANTLE

**Saturday, October 26** 11:30 a.m. – 1:30 p.m.

All exhibits must be dismantled and removed by 1:30 p.m., Saturday, October 26. No packing of equipment, literature, etc. or dismantling of exhibits will be permitted until the official closing time. Violators will not be invited to future meetings.

**Exhibitors shall care for and keep in good order all space occupied by them. Special cleaning and dusting of tabletop, display equipment and material will be at the exhibitor's responsibility and shall be performed at the exhibitor's expense.**

## Exhibit Registration

Each person working in the exhibit area is required to pre-register and wear the official exhibitor identification badge. Exhibitor identification badges must be picked up at the registration booth prior to setting up your booth. Company badges WILL NOT be accepted in lieu of the official badge.

Please note exhibit registration does not include conference registration or admission to any conference events. Exhibitor booths must be staffed by at least one representative during exhibit hours. If an exhibitor wishes to attend the conference sessions, they must register for the AASP Conference at [www.appliedsportpsych.org](http://www.appliedsportpsych.org). Each exhibiting company will receive one set of conference materials per booth rented upon arriving in Portland.

## Payment

Each booth costs US \$1,250 and full payment should accompany the completed application form.



## Specifications

Each accepted exhibit includes:

- ★ 3 exhibitor staff registrations\*
- ★ A description in the exhibit guide\*\*
- ★ Booth space that is 10' wide and 8' deep
- ★ 8' tall backwall drape
- ★ 3' tall siderail drape
- ★ 1 – 6' draped table
- ★ 2 chairs
- ★ 1 – 7" x 44" ID sign
- ★ 1 wastebasket

\*Additional staff may be registered for US \$50 each

\*\*If completed application, payment and description are received before August 16, 2019

## Cancellation & Refund Policy

Notification of an exhibitor's decision to cancel must be submitted in writing to Stephanie Garwood, AASP's Meeting Manager, via email to [sgarwood@hollandparlette.com](mailto:sgarwood@hollandparlette.com).

Upon the receipt of written notification of cancellation, the following policies are used:

- ★ Received by August 16 – Full refund minus a \$100 cancellation fee
- ★ Received after August 16 – No refund

## Advertising

Exhibit items, advertising literature or pamphlets that are distributed may contain only recognized indications and claims. Advertising in any media to the effect that particular products or services have been exhibited at the AASP Annual Meeting or which could be construed as an endorsement by the AASP or by its members is prohibited. The use of AASP logos, seals of approval, trademarks or other similar property rights may not be used in connection with any product or advertising materials displayed or disseminated at the meeting.

## Exhibit Service Contractor

### Fern

As the official exhibit service contractor of AASP 2019, Fern will provide you with an exhibitor service kit containing the necessary order forms and instructions for drayage, electrical, additional furnishings, and other related services including customs. Arrangements for these services must be made at the exhibitor's expense via Fern.

All materials received, other than those in exhibitor-owned vehicles, will be handled by Fern. Exhibitor show organizers, and other clients may handle their own materials that can be carried by hand by one person. All materials, other than exhibitor handed materials as described above, are chargeable as material handling and will be handled by Fern.

Complete information on these items and a rate schedule will be contained in the exhibit service kit. A service desk will be open during the scheduled set-up and dismantling times. Exhibitors are urged to order and pay for all services in advance of the show dates.

## Subletting & Sharing of Space

No part of any exhibit space assigned to an exhibitor may be reassigned, sublet or shared with any other property.

## Security

Security service **will NOT be provided** in the exhibit area. Exhibitors are encouraged not to leave booths unattended during exhibit hours. Exhibitors are cautioned that small, portable articles of value, including laptop computers, and personal items should be properly secured or removed for safekeeping after exposition hours or when the booth is unattended. AASP will not guarantee exhibitors against, nor shall it be responsible for loss of any kind.

## Insurance

It is the responsibility of each exhibitor to maintain insurance against injury to person and damage or loss of property, as the exhibitor deems adequate. AASP and the Hilton Portland Downtown will not provide insurance protection for the exhibitors.



# AASP's Vendor Policy

## FOR ANNUAL CONFERENCES

Vendors affiliated with the AASP Annual Conference and all other AASP endeavors are required to conduct themselves in accordance with the AASP's Vendor Policy when interacting with its membership in person or via mail and electronic communications including, but not limited to e-mails, marketing, and listserv postings.

By affiliating with AASP in any of its capacities, vendors enter into an agreement with AASP to respect the organization's mission and standards of ethical conduct. As part of these expectations, the organization holds vendors accountable in terms of the following:

1

The rights and privacy of all members and conference attendees must be respected before, during and after AASP events and activities. AASP's members enter into organizational participation with the express purpose of educational enrichment and professional development. The rights of the membership and attendees must take priority over the promotion of the vendor's product.

2

Individuals met through the conference may only be contacted when they agree to provide their contact information. Should such members choose to sever contact with the vendor either in writing or verbal indication, the vendor must respect the member's choice and subsequently remove the person from his/her contact list.

3

When conference participants, AASP members, and/or other individuals attending the conference agree to provide their contact information to a vendor for product endorsement or testimonial purposes, their information will be used only in relation to a vendor's product with the express permission of said AASP member in conformity with the parameters of their expressed permission.

4

Should any exchange/communication between a vendor and an AASP member raise concerns in terms of ethical conduct, the exchange is to be reported by the concerned party or as discerned by the vendor to AASP's Ethics Chair, immediately.

5

All language and content of a product being promoted through the conference and association must be worded truthfully, clearly, and with non-offensive language.

6

Vendors presenting a product to AASP membership through the conference must be informed about their own product and identify its functions, strengths and limitations. Further, someone educated about the product should be available for questioning throughout the posted exhibit hours to answer questions.

7

Vendors take special precaution in respecting and protecting the confidentiality and privacy of clients served by sport and exercise psychology consultants and only identify such clients with their full, informed, written consent.

AASP requires that all people associated with any AASP conference carefully consider this statement and [AASP's Ethics Code](#) when seeking to affiliate with the association. When the decisions of affiliates do not meet with the vendor guidelines and AASP's Ethics Code, it is at the discretion of the Executive Board, in collaboration with AASP's Ethics Committee, to evaluate AASP's immediate and future affiliation with the associated member of company.



# AASP2019

## 2019 EXHIBITOR REGISTRATION & CONTRACT

**Please complete and email, mail, or fax with payment in USD to:**

Association for Applied Sport Psychology

8365 Keystone Crossing, Suite 107, Indianapolis, IN 46240

P: (317) 205-9225 F: (317) 205-9481 E: sgarwood@hollandparlette.com

**Payment in full is due no later than August 16, 2019.**

**Contact Information:** Please list your company information as you would like it to appear in print.

Organization/Business	Type of Business		
Main Contact/Sales Representative			
Main Contact/Sales Rep Phone	Main Contact/Sales Rep Email		
Mailing Address			
City	State	Zip	Country
Phone	Email	Website	

### Administrative Contact

Person to contact for exhibits correspondence, payment, service kit, etc. The administrative contact information will not be printed.

Contact Person	Contact Phone	Contact Email
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### Booth Staff

Include first and last names of booth staff (up to 3 names included in registration fee). If you would like to register additional booth staff, please indicate in the blue box below.

Booth Staff: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

### Conference Exhibit Space

Booth Registrations (QTY) \_\_\_\_\_ x US \$1,250 each. Booth Preference (choose three): \_\_\_\_\_

Please don't place me beside: \_\_\_\_\_

### Terms and Conditions

**Enclose the entire fee for each exhibit booth requested. Full payment is due by August 16, 2019. Make checks payable to AASP.**

AASP will have the right of interpretation and approval on all matters pertaining to the contract rules and regulations. This application is made with the understanding that the applicant agrees to abide by all rules and regulations outlined, which become a part of the accepted contract along with other rules and directives, which may be issued by AASP in connection with this exposition. The exhibitor agrees to be bound by any rules or regulations of the facility where the exposition is held.

Name of Authorizing Officer (print or type)	Title
Signature of Authorizing Officer	Date

### Payment Information

Conference Exhibit Space:

Number of Exhibit Space(s) \_\_\_\_\_

Price per Exhibit Space: \$1,250 US

Total \$ \_\_\_\_\_

Additional Booth Staff Fee \$50 each (list first and last names below):

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Total Amount: \$ \_\_\_\_\_

☐ Check # \_\_\_\_\_ (Payable to AASP in US funds only.)

☐ MasterCard ☐ Visa ☐ American Express ☐ Discover

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

If the credit card billing address is different than the address above, please provide the billing address.

Please email your promotional description, 50 words or less, to be included in conference publication to Stephanie Garwood, AASP Meeting Manager, at [sgarwood@hollandparlette.com](mailto:sgarwood@hollandparlette.com), by August 16, 2019.



# Floor Plan

**HILTON PORTLAND DOWNTOWN - PLAZA FOYER**

