EXHIBITOR REGISTRATION INFORMATION

AATSP 103rd Annual Conference
July 8-11, 2021
International Hall (4-10) | Atlanta Marriott Marquis
Atlanta, Georgia

Set Up July 7 | 9:00am – 4:00pm
Exhibit Dates July 8-9 | 9:00am – 4:00pm

The exhibitor services company will be responsible for installing the booths in the exhibit area of the Atlanta Marriott Marquis Hotel. The price of a standard size exhibit booth is USD $650.00 and includes the following:

- 8’ x 8’ booth including pipe and drape
- One table
- Two chairs
- One email list of conference pre-registrants prior to conference
- One waste basket
- Sign with company name
- Complimentary conference badges (2 per tabletop)
- Preferred booth placement for companies providing a sponsorship

Exhibitor options include:

1. One booth: 8’x 8’ booth with pipe & drape; 1 table; 2 chairs; 1 wastebasket; company sign ($650)
2. One booth: 8’x 8’ booth with pipe & drape; 1 table; 2 chairs; 1 wastebasket; company sign ($750)
   Plus a Full-Page Ad in the Conference Program
3. Double booth: Two 8’x 8’ booths with pipe & drape; 1 table; 2 chairs; 1 wastebasket; company sign ($1,050)
4. Double booth: Two 8’x 8’ booths with pipe & drape; 1 table; 2 chairs; 1 wastebasket; company sign ($1,250)
   Plus a Full Page Ad in the Conference Program

All registered exhibitors will receive an Exhibitor Kit with further information and complete instructions regarding when and where to mail materials that you wish to exhibit and how to order additional equipment that you may need. The Exhibitor Kit will be sent out approximately one to two months prior to the conference.

The exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and hold harmless the American Association of Teachers of Spanish and Portuguese, Atlanta Marriott Marquis Hotel, and its employees and agents against all claims, losses, or damages to persons or property, governmental charges or fines and attorneys’ fees arising out of or caused by exhibitor’s installation, removal, maintenance, occupancy or use of exhibition premises or part thereof, excluding any such liability caused by the sole negligence of the American Association of Teachers of Spanish and Portuguese, Atlanta Marriott Marquis Hotel, its employees, and agents.

In addition, the exhibitor acknowledges that the American Association of Teachers of Spanish and Portuguese and the Atlanta Marriott Marquis Hotel, do not maintain insurance covering Exhibitor’s property. It is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance covering such losses.

For additional details and payment information, please contact Ms. Dalila González at DGonzalez@aatsp.org and/or AATSPconference@aatsp.org, or via phone at (205) 855-0604.

CANCELLATION/REFUND POLICY

1. All refund requests must be made in writing no later than March 1, 2021 via email or U.S. Postal Service (postmarked by March 1, 2021). No refunds after March 1, 2021.
2. All refund requests will be subject to a $100.00 processing fee.
3. All refunds will be processed after the conference; please allow 4-6 weeks for processing.

CONFERENCE EXHIBITOR REGISTRATION FORM

Exhibitor (enter company/business name the way you want it to appear on your booth sign and conference program)

Exhibitor Contact Name

Exhibitor’s Mailing Address

Telephone Number Email Address

Website URL

Representative(s) names (two complimentary representative badges are included in the exhibitor fee; You will receive a promo code to use for conference registration on the AATSP website. For additional representatives, please include $75 per additional badge with your payment – item 6 below).

1.  
2.  
3. ($75)  
4. ($75)

Exhibitor Options:

☐ 1. One booth: 8’x8’ booth with pipe & drape; 1 table; 2 chairs; 1 wastebasket; company sign  ($650)
☐ 2. One booth (as above) plus an ad in the Conference Program  ($750)
☐ 3. Double booth: same as above with larger booth and 2 tables  ($1,050)
☐ 4. Double booth (as above) plus an ad in the Conference Program  ($1,250)
☐ 5. Additional ticket(s) to the Celebration Dinner ($75 each) $_____
☐ 6. Additional Representative badges ($75 each) $_____

Grand Total

☐ We would also like to reserve a 45-minute Exhibitor Session to promote our educational products or services.

☐ Please contact me about becoming an official sponsor for the 2021 Annual AATSP Conference.

For payment, please email this completed form to Ms. Dalila González at DGGonzalez@aatsp.org and AATSPconference@aatsp.org
Or contact her via phone at (205) 855-0604
Payment due by no later than Monday, March 1, 2021
Credit Card, Check, or Money Order Only