



Exhibitor Prospectus

22nd International Energy Psychology Conference

The Art & Science of Transformational Change



May 14 – 17, 2020

Hyatt Regency Inner Harbor – Baltimore, MD

300 Light Street Baltimore, MD 21202
410-528-1234

Association for Comprehensive Energy Psychology
28 Garrett Road Suite 100
Bryn Mawr, PA. 19010

P | 619-861-2237
F | 484-418-1019
E | admin@energypsych.org
www.energypsych.org

Dear Prospective Exhibitor:

Preparations for the 22nd International Energy Psychology Conference, being held from **May 14 -17, 2019**, are under way. Whether you are a seasoned exhibitor returning again, or new to us this year, we invite you to exhibit at this very special time and place.

The Association for Comprehensive Energy Psychology (ACEP) is an international nonprofit membership organization promoting professionally responsible energy psychology treatment, research, collaboration, and humanitarian aid.

Our 500+ expected attendees comprise a diverse group of mental health professionals and related experts who engage in cutting edge treatment modalities that focus on alleviating mind-body distress (trauma, anxiety, phobia, limiting beliefs, addiction, etc.) and promote high level mind-body health and peak performance in the physical, mental and creative fields.

Professions represented by conference

Attendees include licensed mental health professionals (*psychiatrists, psychologists, social workers, psychotherapists, marriage & family therapists, counselors*), physicians, nurses, chiropractors, acupuncturists, kinesiologists, coaches, educators, clergy and practitioners of the esoteric healing arts.

Our bookstore and tabletop exhibits are always an exciting adjunct to the educational sessions. **Tools that are an asset to energy psychology health professionals include** leading-edge books of research, how-to manuals, diagnostic tools, meditation music, aromatherapy oils, salt candles, nutritional supplements, environmental enhancements, aura photography, mineral jewelry designs, and more. Clothing and accessories also do well. Around 75% of attendees are women.

We know it's crucial for exhibitors to have traffic in the exhibit area. ACEP maximizes the flow to exhibit areas by offering complimentary breakfasts and beverage breaks for all participants every day. We are the only conference we know of that drives potential customers to the exhibit area by offering them **free food** every day. The exhibit area is announced at every keynote address, in the conference manual and schedule-at-a-glance. Coffee breaks are even longer this year!

KEY DATES

Thursday, May 14, 2020

10am – 4pm - Set Up
Exhibits Open: 4pm-9:30pm

Friday, May 15, 2020

7am – 6:15pm Exhibits Open

Saturday, May 16, 2020

7am – 5pm Exhibits Open

Mini Workshops – Saturday

5:00pm – 5:45pm

Sunday, May 17, 2020

7am – 4pm - Exhibits Open
4pm – 6pm - Tear Down

Conference Location

Hyatt Regency Baltimore, MD. The group has an reduced room rate of \$179/night. This rate is only for conference attendees or exhibitors and is strictly enforced. We strongly advise you book your stay as early as possible.

Contacts

Lois Miller- Conference Manager
ldmeefings@outlook.com

Leslie Primavera
ACEP Office Director
admin@energypsych.org

SPECIAL OPPORTUNITY!

Become a conference sponsor and save up to \$400 on exhibit space

Sponsorship is a great way to increase awareness of your special products and services among the thought leaders of this field. You can sponsor the gala dinner, awards luncheon, coffee breaks, tote bags and more. We've created opportunities to work with a variety of budgets.

And - all sponsors can purchase exhibit space for the great price of \$500 (a savings of \$200 to \$400)!

Interested? Please contact Leslie Primavera admin@energypsych.org | 619-861-2237

EXHIBITOR INFORMATION

Exhibit Space

Exhibits will be in Constellation AB. Continental breakfasts and beverage breaks are served in the exhibit area. Exhibit space (*which may not be shared or sublet*) is assigned on a first come/first served basis at the submission deadline date. **There is space for only 30 exhibitors at the 2020 conference.**

Tabletop Exhibit Space Package

- Tabletop exhibit
- One 6-foot table, draped and skirted, two chairs, and one wastebasket
- A full-page B&W ad in the conference manual provided to all attendees (if ad artwork is submitted by, **March 16, 2020.**)
- Breakfast/beverage breaks in the exhibit hall on Friday, Saturday and Sunday
- Name badges for a total of two booth personnel for access to the exhibit hall (**does not include any conference sessions**)

Exhibit fee DOES NOT include the following. Must be purchased separately if desired.

- 110-volt power/electricity
- Pipe and drape
- Attendance at educational sessions and evening events
- Meal functions other than exhibit hall breakfasts & beverage breaks (Friday's member lunch is available for purchase)

Mini Workshop Opportunities

A limited number of rooms will be available for a 45-minute mini-workshop by exhibitors on **Saturday, May 16th** on a first-come, first served basis. You will have the opportunity to educate people about the basic ideas upon which your service or product is based. You may list this workshop in your ad. We will include a small description in the conference manual.

Exhibit Shipping

When shipping exhibit material to the hotel, please make copies of the carrier's tracking/air bill numbers and keep it until collecting boxes at the hotel shipping and receiving department. Number all boxes in a series and address each as follows:

Hyatt Regency Baltimore - 300 Light Street Baltimore, MD 21202 ~ USA

Attention: **(Your Name)** – Hotel Guest

Hold For: **(Your Name & Your Arrival Date)**

Number of boxes (EX. Box 1 of 2 and Box 2 of 2)

Please be advised the hotel may charge to hold/store your items

Ad in Conference Manual

The exhibit fee includes a full-page, one-sided black & white advertisement in our conference manual. Please provide camera-ready (high resolution) black/white art to fit an 8.5" x 11" format (*no bleeds; with one-inch margin on all four sides*) with your application packet **no later than, March 16, 2020. Graphics must be easy to duplicate in black & white photocopy format.**

Exhibitor Conference Registration Discount

Exhibitors wishing to attend conference educational sessions, evening events, or meals need to complete the regular conference registration form. We offer a significantly reduced rate of \$395 for exhibitors wishing to attend the main conference. Call Leslie Primavera to register at the exhibitor rate: 619-861-2237.

Payment Policy

Payment is due in full of submission of the application packet (*application form, ad copy & signed contractual agreement*) no later than **March 16, 2020**. Cancellations received after March 16, 2020 are subject to a \$200 cancellation fee. No refunds are given for cancellations received after March 30, 2020.

ACEP Exhibitor Contract

This agreement is by and between the Association for Comprehensive Energy Psychology (ACEP), a California not-for-profit corporation and exhibitor identified below, for the purpose of securing exhibit space at the 22nd Annual International Energy Psychology Conference held at Hyatt Regency Baltimore - 300 Light Street Baltimore, MD - 21202 USA (May 14 – May 17, 2020).

Agreement: Each Exhibitor for himself and his employees agrees to abide by the terms of this contract and any amendments or additions that may hereinafter be established or promulgated by ACEP.

Amendments: Any and all matters not specifically addressed in this exhibitor prospectus shall be subject to the sole discretion of ACEP. The requirements and prohibitions may be amended at any time by ACEP provided that such amendments do not substantially diminish the benefits of the contract nor substantially increase the liability to the Exhibitor.

Assignment of Space: Exhibit space locations will be assigned at the sole discretion of ACEP on a first come first served basis. Consideration will be given to avoiding conflict by competing companies, but exhibitors are not promised exclusivity in any way. Space assignment will be provided on arrival and check-in at the conference registration desk. Exhibitor is responsible for delivery, setup, and tear down of own exhibit. Space adjacent to a wall may be requested on the application form but cannot be promised. Space may not be shared with or sublet to other exhibitors.

Damage to Property: Nothing shall be posted, tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or to other parts of the building or furniture. Any costs incurred in protecting the building, equipment, or furniture from damage will be at the expense of the Exhibitor. Exhibitors are solely liable for any damage caused to the building, floors, walls, columns, or to the property of other exhibitors.

Decoration: Display height is limited to six feet. ACEP retains sole discretion in the placement, appearance, and arrangement of all exhibits. Exhibitor may only display products listed on the application form contained herein.

Noise: Exhibits, which include the operation of any noise-making machines, must be operated so that the resulting noise will not annoy or disturb adjacent exhibitors or their patrons. Exhibitor must give notice of plans to use audio or video loudspeakers. ACEP reserves the right to monitor and adjust volume levels as needed.

Return & Dispute Policy: Anything sold during the conference must have a 100% unconditional return policy during the length of the conference. If, for some reason, there is an economic dispute between an attendee and an exhibitor, the exhibitor agrees to satisfy the attendee by immediately and graciously returning the disputed amount up to the full amount paid by the attendee.

Display Rejection: ACEP reserves the rights to reject, eject, or prohibit any exhibit, in whole or in part. If cause is not given, liability shall not exceed the return to the exhibitor the amount of rental unearned at the time of ejection. If an exhibit or an exhibitor is ejected for violation of these terms or for any other stated reasons, no return of the rental fee shall be made.

Insurance: The Exhibitor is solely responsible for maintaining insurance to cover the Exhibitor's property or lost revenue. Neither ACEP nor the hotel maintains such insurance.

Limitation of Liability: Exhibitor doors will be locked overnight. Nevertheless, the Exhibitor is solely responsible for their own property, and shall hold harmless both ACEP and the Hyatt Regency from any liability for loss or theft, or from any claims arising out of injury to persons or damage to displays or property brought to the premises of the hotel. Exhibitor agrees to indemnify, defend, and hold harmless ACEP and its agents and the Hyatt Regency and its owners against any and all losses, damages and claims.

Personnel: Exhibit booth may have a maximum of two representatives. A representative must be present at all times that the exhibit hall is open.

Acceptance of Agreement:

I, the duly authorized representative of Exhibitor, have read in its entirety this exhibitor prospectus and exhibit contract relating to the 22nd Annual International Energy Psychology Conference being conducted May 14-17, 2020 and hereby subscribe to the terms. I understand that booths are sold on a first come, first serve basis and that exhibitors are not promised exclusivity in any way.

Authorized Signature

Date

Print Name

Print Company Name

Lois D. Miller for ACEP
Conference Manager

Date

Association for Comprehensive Energy Psychology

22nd International Energy Psychology Conference
May 14-17, 2020 at Hyatt Regency Inner Harbor – Baltimore, MD

Exhibitor Application
(Please print legibly)

Contact Information

Company Name: _____

Contact Person: _____ Title: _____

Phone: _____ Email: _____

Address: _____

City/State/Zip or Postal Code/Country: _____

Booth Information (Please print clearly)

List all products and services being exhibited, sold, or marketed at conference (mandatory):

Booth Personnel (Please print clearly)

Up to two allowed per booth; at least one must be present at all times that exhibits are open.

1. _____

2. _____

Extras and Reminders

- Space adjacent to a wall if desired.
- Ad copy for conference manual is enclosed.
- Contact us regarding sponsorship opportunities.
- Electric is not included in the exhibit fee price.

Exhibit Fees

Conference Faculty Exhibitor Rate	<input type="checkbox"/> \$825
Early Bird Rate (<i>postmarked by Feb 24, 2020</i>)	<input type="checkbox"/> \$925
Regular Rate (<i>postmarked after Feb 24, 2020</i>)	<input type="checkbox"/> \$1,075
Two Booths - Early Bird (<i>postmarked by Feb 24, 2020</i>)	<input type="checkbox"/> \$1,625
Two Booths – Regular (<i>postmarked after Feb 24, 2020</i>)	<input type="checkbox"/> \$1,795
Premium booth add on (very limited quantities)	<input type="checkbox"/> \$200
Mini Workshops@5PM - 45-minute Mini Workshop	<input type="checkbox"/> \$150
Friday Member Luncheon	<input type="checkbox"/> \$50/per person
Electrical Power Strip	<input type="checkbox"/> \$100
Main Conference Registration (per person)	<input type="checkbox"/> \$395

Total Due \$_____

Payment Policy

Payment is due in full of submission of the application packet (*application form, ad copy & signed contractual agreement*) by **March 16, 2020**. Cancellations received after March 16, 2020 are subject to a \$200 cancellation fee. No refunds are given for cancellations received after March 30, 2020.

Check is enclosed payable to ACEP in the amount of \$_____

Charge my Visa, MasterCard or Discover in the amount of \$_____

Card # _____ Exp. Date: _____ CVV code _____

Name as it appears on card (Please print):

Billing Address: _____

Authorizing Signature:

Please submit application materials (3 forms, contract, ad copy, & payment) to Leslie Primavera at ACEP, 28 Garrett Road Suite 100 Bryn Mawr, PA. 19010. You may also scan and email the form to admin@energypsych.org or Fax to 1-484-418-1019.

Please read the prospectus in full and understand what is included and what is not!