



NEW YORK STATE ASSOCIATION OF PROFESSIONAL LAND SURVEYORS
67th ANNUAL SURVEYORS CONFERENCE AND EXHIBITION

Saratoga Springs City Center & Hilton Hotel, Saratoga Springs, NY
January 26-28, 2026

August 2025



Dear NYSAPLS Supporter:

We are delighted to invite you to the **NYSAPLS 67th Annual Surveyor's Conference and Exhibition**, to be held January 26-28, 2026, at the Saratoga Springs City Center & Hilton Hotel, in beautiful downtown Saratoga Springs, NY. Enclosed you will find marketing opportunities that will fit both your budget and your key audience.

Be on the front line! Our members make up a unique combination of decision-makers, strategists, field crew, draft-persons, technology gurus, principles, managers and office staff. They will attend our conference looking for new ideas, networking opportunities and to be educated on what is up-and-coming in the land surveying field.

The NYSAPLS annual conference is the perfect opportunity to showcase your products and services. Show our members how YOU can help create a more productive and proactive workplace.

Included in this packet, you'll find the following opportunities to advertise and highlight what you have to offer:

-  **Exhibit at our tradeshow**
-  **Advertise in the NYSAPLS Membership Directory & Journal**
-  **Become a conference sponsor**

We look forward to working with you and learning more about your company. Feel free to contact me directly, amber@nysapls.org, should you wish to discuss what type of marketing works best for you. Thank you for your support of the New York State Association of Professional Land Surveyors!

Sincerely,
Amber Carpenter

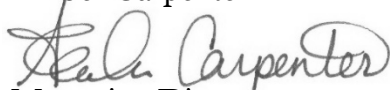

Managing Director

Exhibit Booths 2026



Your company will have exclusive tradeshow time when no other activities occur, paving the way for heavier traffic flow to your booth. In addition, several meal functions throughout the day will be stationed in the exhibit hall, guaranteeing you exclusive, face-to-face networking with nearly 1,000 surveyors.

Why should you exhibit?

- More than half of attendees told us they are the decision-makers of their business - show them what you can do for their business
- Over 45% attendees said they plan to invest in new technology within the next two years
- Over one-third of attendees said they've purchased products off our show floor
- Touch base with current customers and network with prospects to boost your bottom line
- NYSAPLS' program is designed to promote steady trade show traffic. Exclusive trade show time is planned, including meal functions held directly on showroom floor

What's Included?

- 8' x 10' carpeted booth with 8' high draped backdrop and 3' high side rails, including 6' x 24" draped table & 2 chairs;
- Complimentary attendee registrant contact/email list;
- I.D. sign on back drop (7" x 40");
- Complimentary Meals for our Welcome Cocktail Reception, breakfasts and lunches all served in the exhibit hall;
- PLUS, each exhibitor receives 2 tickets to our Annual Surveyor's Social dinner with your 1st booth purchase (\$200 value). Additional tickets can be purchased separately.

Highlights of our show!

- Exhibit hall features strolling luncheons, continental breakfasts and coffee breaks.
- Welcome reception held in the exhibit hall Monday evening, including cocktails and an assortment of hors d'oeuvres.
- **Presentation area on the exhibit floor** for vendors to showcase their services or hold a product demo. This is available to exhibitors ONLY, on a first-come, first-served basis. **Call now to reserve your timeslot!**
- Exhibitor names and sponsor logos will be prominently displayed on a large screen within the exhibit hall.
- Staggered lunch breaks, longer attendee breaks and floor layout to promote more attendance and steadier traffic flow.

Exhibit Booth Fees:

Early Bird – contract must be received by October 17th

Sustaining Member: \$1200 for your first booth, \$600 each additional

Non-Member: \$1800 for your first booth, \$900 each additional

After October 17th

Sustaining Member: \$1700 for your first booth, \$850 each additional

Non-Member: \$2300 for your first booth, \$1150 each additional

NOT a Sustaining Member? Consider joining NYSAPLS today (\$600 annual dues) and take advantage of the, discounted, sustaining member booth rate, as well as all the additional benefits of being a NYSAPLS member. For more information, contact NYSAPLS at (518) 432-4046.

Exhibitor's Schedule

Sunday, January 25*

3:00pm – 6:30pm.....Exhibitor Move-in

Monday, January 26*

7:00am – 10:00am Exhibitor Move-in

11:00am – 4:30pm Exhibits Open

12:00pm – 2:00pm Strolling Lunch with Exhibitors

6:15pm – 8:45pm.....Welcome Reception with Exhibitors

Tuesday, January 27*

7:15am – 4:30pm Exhibits Open

7:15am – 10:30am Continental Breakfast with Exhibitors

12:00pm – 2:00pm Strolling Lunch with Exhibitors

7:00pm – 10:00pm.....Surveyors Social Dinner

Wednesday, January 28*

7:15am – 11:00am.....Exhibits Open

7:15am – 10:30am.....Continental Breakfast with Exhibitors

11:00am - 2:00pm Exhibitors Breakdown

**Many additional breaks with attendees will occur throughout each day when classes stop/start.*



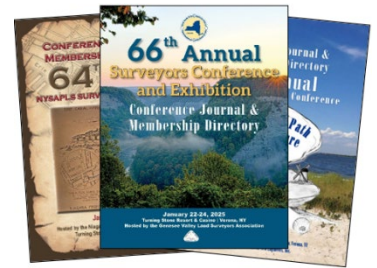


Annual Conference Journal & Membership Directory Advertising

Bring more attention to your business by placing an ad in the official conference journal. You won't believe how reasonable the rates are.

Attendees keep the journal as their complimentary membership directory and use it as a desktop reference, giving your ad an even longer life.

Featuring: Distributed Digitally - printable and downloadable • Low advertising fees • Full-color ads • LIVE "clickable" website links!



<i>Advertising Rates:</i> (Full-color)	Early Bird	After 10/17
Full Page (8w x 10h)	\$159.00	\$209.00
Half-Page (4w x 10h or 8w x 5h)	\$109.00	\$159.00
Quarter Page (4w x 5h or 8w x 2.25h)	\$59.00	\$109.00
Business Card	\$39.00	\$59.00
Inside front cover (8w x 10h)	\$279.00	\$329.00
Inside back cover (8w x 10h)	\$279.00	\$329.00
Outside back cover (8w x 10h).....	\$379.00	\$449.00

Ad specifications

To ensure the quality of your advertisement in the program book, please adhere to the following guidelines for submitting ads:

- No bleeds
- We CANNOT use faxed/photocopied artwork or 72 DPI web images
- MS Word documents should be saved as a high-resolution PDF file before sending
- File name should be saved as your company name followed by "2026"

We accept most file formats:

PDF (high resolution preferred), Photoshop, Illustrator, PageMaker, TIF, JPEG, EPS

Media we accept:

- E-mail is preferred. Send files to heather@nysapls.org
- Thumb drives
- CD-ROM

Note: include all elements for your ad, including fonts & images

Please include the following with your artwork:

- Your name & organization name
- Phone number
- E-mail address
- If sending an email, thumb drive or CD, please include a hardcopy print

Early bird Journal ads must be submitted to NYSAPLS by October 17, 2025.

Ad files will not be accepted after November 21, 2025. Payment must accompany advertisement.

If you have any specific questions, please email Heather Schultz, heather@nysapls.org or call (518) 432-4046.



SPONSORSHIP OPPORTUNITIES

PLATINUM LEVEL SPONSORSHIPS

Sponsors will be included in all marketing materials, general on-site sponsor signs and listed in the annual conference journal. Platinum level sponsor logos will be listed prominently with the largest logo size at the top of all sponsor signage and email communications, and will receive the longest timing/display on our digital rotating sponsor signage shown in the exhibit hall. Platinum sponsors will be individually highlighted and tagged with specialized social media posts leading up to the conference.

Welcome Reception: \$2500

This grand reception is held in the exhibit hall on our opening night, with over 500 attendees expected. Sponsorship includes a large banner prominently hung inside the exhibit hall, speaking opportunity to address all attendees, signage inside and outside of the event. Sponsor is also invited to donate a small marketing item to be placed on the tables throughout the hall.

Strolling Exhibit Lunch: (Per day) \$2000

Buffet luncheon held in the exhibit hall on Mon/Tues with over 500 attendees expected. Sponsorship includes a large banner prominently hung inside the exhibit hall, speaking opportunity to address all attendees, signage inside and outside of the event. Sponsor is also invited to donate a small marketing item to be placed on the tables throughout the hall.

Attendee Giveaway: \$2200

Complimentary gift given to attendees at registration. This year's gift, a zippered padfolio includes a writing pad, vinyl pen loop and interior pockets.

PLATINUM =
TOP TIER
EXPOSURE

GOLD LEVEL SPONSORSHIPS

Sponsors will be included in all marketing materials, general on-site sponsor signs and listed in the annual conference journal. Gold level sponsor logos will be listed 2nd in our tiered sponsor signage and email communications and will receive prominent positioning on our digital rotating sponsor signage shown in the exhibit hall.

Attendee Memo Pads: \$1550

Complimentary gift given to all conference registrants at check-in, chosen by the conference committee. Your company name and logo will appear on the memo pad given to all attendees upon registration.

Surveyors' Social Dinner: \$1550

We welcome all members to join our annual reception and dinner held Tuesday evening. This member celebration includes a night of mingling, entertainment, light dinner and cocktails. Sponsorship includes a large banner prominently hung on stage, speaking opportunity during dinner service, and signage inside and outside of the event. Sponsor is also invited to donate a small item to be displayed at each table setting.

Student Lunch Tickets: (Per day) \$1250

Sponsor our student attendee lunches for a day. Students will be provided with lunch Monday or Tuesday (your choice).

Student Welcome Reception Tix: \$1600

Sponsor our student attendee welcome reception tickets for our opening reception celebration in the exhibit hall. Students will be provided with a ticket for entry to the reception.

Attendee Tote Bags: \$1550

Attendees will keep and re-use this tote bag for years to come. Your company name and logo will appear on the tote given to all attendees upon registration.

Tradeshow Breakfast: (Per day) \$1350

A delicious display of assorted pastries, yogurt and fruit offered in the exhibit hall to get attendees energized and ready to learn, network and enjoy the day.

Scholarship & Awards Ceremony: \$1275

Your sponsorship includes signage in the ceremony room. Sponsor is welcome to say a few words at the ceremony and is also invited to donate a small marketing item to be displayed at the entrance.

Attendee Lanyards: \$1450

Given to all conference registrants, many attendees use their conference lanyards to hold office keys or display employee name tags long after the event. Your company name and logo will appear on the lanyard.

Vendor Presentation Area: \$1300

A specialized area on our tradeshow floor in which all vendor presentations are given. Your sponsorship includes a large banner hung in the presentation area.

Tradeshow Lounge Area: \$1075

A relaxing area set up for the convenience of our attendees to gather, relax and catch up with each other. You may also use this area to place company brochures or other marketing materials that may be of interest to our attendees.

SILVER LEVEL SPONSORSHIPS

Sponsors will be included in all marketing materials, general on-site sponsor signs and listed in the annual conference journal. Silver level sponsor logos will be listed 3rd in our tiered sponsor signage and email communications, and will be included on our digital rotating sponsor signage shown in the exhibit hall.

Attendee Bag Inserts: (Per Item) \$625

Your sponsorship will assist NYSAPLS in the printing & production of conference materials inserted in our attendee tote bags. In addition, you have the opportunity to include your company's brochure or printed marketing piece inside the bags as well! Materials must be provided to our HQ office by December 31st.

Coffee Breaks: (AM or PM/ Per day): \$650

Put your name in front of the one stop all attendees don't forget to make! Sponsor is welcome to provide small marketing item for attendees to pick-up (such as keychains or stickers) at coffee stations.

Grand Door Prize: \$725

Door prize chosen by NYSAPLS and put on display at the conference. Your sponsorship includes signage near the displayed prize.

Attendee Pens: \$685

Given to all attendees and used long after the conference. Your company name will be displayed prominently on the barrel of each pen.

YP & Alumni Social: \$625

This fun, easy-going social event created by the Young Professionals (YP) Committee is held prior to our Surveyors Social dinner. The event is free for ALL attendees and includes finger foods, a door prize and cash bar.

Onsite Conference Schedule: \$625

Our onsite program is referenced by all attendees and vendors continuously throughout our three-day event. Your sponsorship includes an advertisement on the back of the program.

Attendee Badges: \$625

This highly visible sponsorship includes your logo on EVERY attendee's name badge.

Surveyors Social Door Prize: \$625

Door prize chosen by NYSAPLS and put on display at the conference. Sponsorship includes signage near the displayed prize.

Welcome Reception Door prize: \$625

Door prize chosen by NYSAPLS and put on display at the conference. Your sponsorship includes signage near the displayed prize.

Floral Displays (dinner or exhibit hall): \$625

Floral arrangements to be set on the tables at your choice of event. Your sponsorship includes signage around each centerpiece display.

BRONZE LEVEL SPONSORSHIPS

Sponsors will be included in all marketing materials, general on-site sponsor signs and listed in the annual conference journal. Bronze level sponsor logos will be listed 4th in our tiered sponsor signage and email communications, and will be included with all other Bronze sponsors on our digital rotating sponsor signage shown in the exhibit hall.

Classroom Sponsor: (per session) \$175

Perfect for individuals, Regionals or organizations with smaller budgets looking to support our event! Your name will be featured on our classroom entry signs and mentioned at the start of class.

Surveyors Social Programs: \$475

Your company name will be featured on the evening's program.

Scholarship & Awards Programs: \$475

Your company name will be featured on the event's program.

YP & Alumni Social Door prize: \$350

Door prize chosen by NYSAPLS and put on display at the conference.

Friend of the Association: \$275

Perfect for individuals who want to show their support of our organization!

*** Sponsorships offer a unique opportunity for brand visibility, recognition, credibility and trust ***

Reserve your sponsorship today at www.nysapls.org

*** Thank you for your continued support ***

CONTRACT

NYSAPLS 67th Annual Surveyors Conference & Exhibition
January 26-28, 2026 | Saratoga Springs, NY



EXHIBIT | SPONSOR | JOURNAL ADVERTISING

FIRM NAME: _____
CONTACT NAME/TITLE: _____
TYPE OF BUSINESS: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE #: _____ FAX #: _____
EMAIL: _____ WEBSITE: _____
DATE: _____ SIGNATURE OF BUSINESS REPRESENTATIVE: _____

PLEASE DONATE TO OUR SCHOLARSHIP AUCTION & RAFFLE

- ☐ YES! I will donate a gift _____
☐ I will donate funds for NYSAPLS to purchase a gift on my behalf \$ _____

① EXHIBITOR FEES:

Early Bird (contract must be received by October 17th)

- ☐ Sustaining Member, \$1200 for your first booth, \$600 each additional
☐ Non-Member, \$1800 for your first booth, \$850 each additional

After October 17th

- ☐ Sustaining Member, \$1700 for your first booth, \$850 each additional
☐ Non-Member, \$2300 for your first booth, \$1150 each additional

Number of Booths: _____ Number of Representatives: _____
Additional Rep Fee (\$200 per person, over 2-reps per booth) \$ _____

***EXHIBIT TOTAL: \$** _____

EXHIBIT REPRESENTATIVES: (Print FULL names clearly – 2 per booth)

1. _____ 2. _____
3. _____ 4. _____

② SPONSORSHIP OPPORTUNITIES:

- ☐ Welcome reception – Exclusive sponsor: \$2500
☐ Attendee giveaway – Exclusive sponsor: \$2200
☐ Strolling exhibit hall luncheon – Per day: Mon/Tues \$2000
☐ Student welcome reception tickets – Exclusive sponsor: \$1600
☐ Attendee memo pads – Exclusive sponsor: \$1550
☐ Attendee tote bags – Exclusive sponsor: \$1550
☐ Surveyors Social Dinner – Exclusive sponsor: \$1550
☐ Attendee lanyards – Exclusive sponsor: \$1450
☐ Tradeshow breakfast for attendees – Per day: Tues/Wed \$1350
☐ Tradeshow vendor presentation area – Exclusive sponsor: \$1300
☐ Scholarship & awards presentation – Exclusive sponsor: \$1275
☐ Student lunch tickets – Per day: Mon/Tues \$1250
☐ Tradeshow lounge area – Exclusive sponsor: \$1075
☐ Grand door prize – Exclusive sponsor: \$725
☐ Attendee pens – Exclusive sponsor: \$685
☐ Coffee break - Per day/per break \$650
☐ Young professionals & alumni social – Exclusive sponsor: \$625
☐ Welcome reception door prize – Exclusive sponsor: \$625
☐ Surveyors Social door prize – Exclusive sponsor: \$625
☐ Floral arrangements (dinner or tradeshow): \$625
☐ Onsite conference program – Exclusive sponsor: \$625
☐ Attendee badges – Exclusive sponsor: \$625
☐ General attendee bag inserts – Per insert: \$625
☐ Scholarship & awards luncheon programs – Exclusive sponsor: \$475
☐ Surveyors Social programs – Exclusive sponsor: \$475
☐ Young professionals & Alumni door prize – Exclusive sponsor: \$350
☐ Friend of the association – Per sponsor: \$275
☐ Classroom/session sponsor – Per sponsor: \$175

***SPONSOR TOTAL: \$** _____

③ JOURNAL & DIRECTORY ADVERTISING:

Rates:	Early Bird	After 10/17
☐ Full Page (8wx10h)	\$159.00	\$209.00
☐ ½ Page (4wx10h or 8wx5h)	\$109.00	\$159.00
☐ ¼ Page (4wx5h or 8wx2.25h)	\$59.00	\$109.00
☐ Business Card	\$39.00	\$59.00
☐ Inside front cover (8wx10h)	\$279.00	\$329.00
☐ Inside back cover (8wx10h)	\$279.00	\$329.00
☐ Outside back cover (8wx10h)	\$379.00	\$449.00

***JOURNAL TOTAL: \$** _____

Advertisement Submittal Info:

- ☐ File Name: Please include your company name and "2026" in the file name

- ☐ File Type (JPG, PDF, etc): _____
☐ Use the same ad as last year (attach copy)

**Please email advertisement files directly to heather@nysapls.org.
Ads will not be accepted after November 21st.**

*AMOUNT ENCLOSED:

① Exhibit Total: \$ _____

② Sponsor Total: \$ _____

③ Journal Total: \$ _____

Auction Donation: \$ _____

Add Dinner Tix (\$100/ea) \$ _____

TOTAL ENCLOSED: \$ _____

PAYMENT METHOD:

- ☐ Check Enclosed (make payable to NYSAPLS)

Please Charge my: ☐ Visa ☐ MC ☐ AMEX

Acct#: _____ Exp: _____

Verification Code (3 or 4 digits): _____

Card Holder's Name: _____

Signature: _____

Please enroll me in the exhibitor cancellation insurance policy for an

additional charge (see #11 on reverse side): ☐ Yes ☐ No

If cancellation insurance is selected, payment must be submitted with a credit card.

Early bird exhibit fees, sponsorships & journal ads must be submitted to NYSAPLS by **Oct. 17**. Journal ads will not be accepted after **Nov. 21**; payment must accompany ad. Exhibit and sponsorship contracts will be accepted, based on availability, until **Dec. 31**; payment must accompany contract.

Please return contract with payment to:

NYSAPLS – 146 Washington Ave., 2nd Floor, Albany, NY 12210

QUESTIONS? CALL US! (518) 432-4046,

fax: (518) 432-4055 or email: info@nysapls.org

1. EXHIBITOR REGISTRATION –

Fee includes the following:

- 8' x 10' carpeted booth* with 8' high draped backdrop and 3' high side rails, including 6' x 24" draped table with two folding chairs;
- I.D. sign on back drop (7" x 40");
- Meal Tickets (per booth)
(Up to a \$350 value per exhibit rep)
 - Welcome Cocktail Reception - two tickets per booth**
 - Two continental breakfasts
 - Two strolling lunches
 - Surveyor's Social – two tickets with 1st booth purchased only**
- Complimentary attendee email list.

*Electrical outlets must be purchased separately through Great Lakes Events, LLC.

**Two representatives will be permitted per booth; an additional fee of \$200 will be charged for each additional representative which will include a ticket for admission to the Welcome Reception, continental breakfasts and strolling lunches in the exhibit hall. Surveyors Social dinner tickets must be purchased separately.

2. EXHIBIT SPACE - Special requests for space should be made on the official contract. Final location and selection of booth remains the right of the Committee. Booth assignment will be made after contracts have been paid in full. **Notification of booth assignment and the booth location diagram will be mailed on or around December 31.** Information regarding booth set-up, drayage, etc. will be provided once exhibit space is secured.

3. USE OF SPACE - Exhibitors are not permitted to sublet, share space with another company, divide space or display any items of any non-exhibitor without written approval from the Committee in advance. Distributing of advertising is limited to each booth. The back of the booth must not exceed eight feet (8') in height and not exceed four feet (4') in height on either side. Exhibits 8' high may not extend more than 3' from the booth backwall nor should they be more than 4' high in space from the backwall to the front of the booth. If in doubt, consult the Committee.

4. ELECTRICAL USE - Exhibitors shall make arrangements with Great Lakes Events, LLC for their electrical requirements. Ordering information will be forwarded approximately 6 weeks prior to the conference.

5. INSTALLATION OF EXHIBITS - The exhibit area at the meeting facility will be ready for occupancy from 3:00pm – 6:30pm on January 25 and 7:00am – 10:00am on January 26. Exhibitors are required to have booth setup completed by 10:00am on January 26.

6. REMOVAL OF EXHIBITS - No exhibit may be taken down during the show hours of the convention. Exhibitors are responsible for re-packing and shipping of their own exhibits.

7. LIMITATION OF LIABILITY - It is mutually agreed that NYSAPLS, and the Saratoga Springs City Center shall not be liable to an exhibitor for any damage to infer the loss or destruction of an exhibit

or the property of an exhibitor or injuries to his/her person or persons from any cause, all claims for any such loss, damage or injury, being waived expressly by exhibitor. It is expressly agreed that exhibitor will be liable for any and all injuries to any person or property which may occur as a result of any act or omission by the exhibitor or any one acting in behalf of such area in a clean and orderly fashion. Any and all insurance for any such injuries must be purchased by exhibitor.

8. GENERAL POLICY - As a matter of general policy, NYSAPLS reserves the right to restrict exhibits which, because of noise, method of operation, materials, or any other reason become objectionable, and allow prohibiting or evicting any exhibit which in the Association's opinion may detract from the general character of any exhibit as a whole. This policy includes persons, things, conduct, printed matter, or anything of a character which is determined to be objectionable to the exhibit. In the event of such restriction or eviction, NYSAPLS is NOT LIABLE for any refunds or rentals or other exhibit expense, for a liability loss of prestige to the company, business volume loss, expense of personnel to the conference, etc.

9. FIRE REGULATIONS - All materials used in the exhibit hall must be flame proof and conform to all Fire Department Regulations.

10. ACCEPTANCE - Upon acceptance of the application/contract by NYSAPLS, it shall be a legally binding contract between the exhibitor and NYSAPLS.

11. EXHIBITOR CANCELLATION POLICY & CANCELLATION INSURANCE COVERAGE OPTIONS - Protect Your Registration! NYSAPLS will no longer issue refunds for cancellations but is pleased to announce that we have partnered with Allianz Global Assistance to provide this service. Protect your contract by opting for our cancellation insurance during the online "check out" for your conference registration. Get reimbursed up to 100% if you can't attend this conference for a number of reasons, including covered injury, illness, inclement weather, traffic accidents and much more.

What is the cost of cancellation insurance?

The cost of the ticket protection is 5.75% of the total ticket cost. For example, if your registration fee is \$1000, the price to protect your registration would be \$57.50. This rate is determined by our 3rd-party Insurance provider, Allianz Global Assistance. NOTE: This percentage rate cannot be altered.

What payment methods can be used to purchase the cancellation insurance?

To purchase the cancellation insurance, you must submit your registration payment with a Credit Card. **No other payment options will be available for purchasing cancellation insurance.**

12. EXHIBITOR HOLD HARMLESS - Exhibitor hereby expressly agrees that it will defend indemnify and hold harmless NYSAPLS for any and all liability NYSAPLS may incur as a result of exhibitor's negligence or failure to conform to the terms of this contract.

13. SPONSORSHIP - As a sponsor, your company name and information will be listed on all NYSAPLS marketing brochures and the official NYSAPLS conference journal. In order to guarantee a listing in the journal, contracts must be received by November 21, 2025.

14. CANCELLATION OF SPONSORSHIP - all sponsorships are final upon purchase, no refund will be issued for cancellation.

15. JOURNAL & MEMBERSHIP DIRECTORY ADVERTISING - To ensure the quality of your advertisement in the program book, please adhere to the following guidelines for submitting ads: No bleeds, we CANNOT use faxed, photocopied artwork or 72 DPI Web images. MS Word documents should be saved as a PDF file before sending. Please include your company name and "2026" in the file name. Acceptable file formats include: PDF, Photoshop, Illustrator, PageMaker, TIF, JPEG, and EPS. Media accepted: e-mail is preferred (please send electronic files to heather@nysapls.org), CD-ROM, Zip disks.

Note: include all elements for your ad, including fonts & images. Please be sure to include contact name, organization name, phone number, e-mail address & payment with your ad. If sending a CD or thumb drive, please include a hardcopy print.

16. CANCELLATION OF JOURNAL ADVERTISEMENT - all advertising fees are final upon purchase; no refund will be issued for cancellation.

17. ADA ACCOMMODATION - In accordance with the Title III of the Americans with Disabilities Act, we invite all registrants to advise us of any disability and any requests for accommodation to that disability. Your request should be submitted as far as possible in advance of the program you wish to attend.

18. TENATIVE TRADESHOW SCHEDULE – (Subject to change)

Sunday, January 25

3:00pm – 6:30pm Exhibitor Move-in

Monday, January 26

7:00am – 10:00am Exhibitor Move-in

11:00am – 4:30pm Exhibits Open

12:00pm – 2:00pm Strolling Lunch

6:15pm – 8:45pm Welcome Reception

Tuesday, January 27

7:15am – 4:30pm Exhibits Open

7:15am – 10:30am Continental Breakfast

12:00pm – 2:00pm Strolling Lunch

Wednesday, January 28

7:15am – 11:00am Exhibits Open

7:15am – 10:30am Continental Breakfast

11:00am – 2:00pm Exhibitors Breakdown

If you have questions, please contact us at:
NYSAPLS, Inc.

146 Washington Ave • Albany, NY 12210
Phone: (518) 432-4046 • Fax: (518) 432-4055

Email: info@nysapls.org

Website: www.nysapls.org