



23rd Annual Conference
The Beatitudes Campus, Phoenix, AZ
February 16-17, 2018

September 28, 2017

2016-2017 BOARD OF DIRECTORS

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CONTACT INFORMATION

Executive Director
Suzanne Lanctot

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480-289-5765

Address
AZAPT
7949 E. Acoma Drive
Suite 207
Scottsdale, AZ 85260

Website
www.azapt.org

TO: Potential Vendor/Exhibitor
FROM: AZAPT Board of Directors
RE: AZAPT CONFERENCE VENDOR/EXHIBITOR OPPORTUNITY

Dear Vendor/Exhibitor:

The Arizona Association for Play Therapy invites you to be a Vendor at our 2018 annual conference. Our attendees look forward to shopping for new products and services each year and we hope that you will make yours available.

Our 2018 conference speaker is Brijin Gardner, MSW, LCSW, RPT-S. Brijin will be presenting *Baby Brains: Building Attachment through Play Therapy* and *Play Therapy – Fun for the Whole Family*.

The conference will be held at the Beatitudes Campus, 1610 W. Glendale Avenue, Phoenix, AZ 85021. Vendors may set up and leave their tables overnight as the room WILL be locked at the end of the day. In addition, the Exhibit Room will be open from 7:30 a.m. – 4:30 p.m. both days.

Enclosed please find the Vendor Contract to reserve your space. Please note that space is limited, so we will accept reservations on a first come, first served basis. If you have any questions, please call Suzanne Lanctot, our Executive Director, at 480-289-5761.

Thank you for your consideration. We look forward to seeing you at next year's conference!

Sincerely,

Juliet

Juliet Fortino, MC, LPC, RPT-S
President, AZAPT

Arizona Association for Play Therapy
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VENDOR/EXHIBITOR SPACE CONTRACT

TABLE CHARGE POLICY:

The table charge is **\$65.00** per table per day. There is a discount for multiple tables and/or days. Each table will be either 6 feet or 8 feet in length, depending on availability. Vendors will provide their own identification signs showing their company name, logo, etc. **No table skirt, cash registers, extension cords, or other accoutrements will be provided.** Additional lunch tickets may be purchased for Friday; lunch is on your own for Saturday. *Checks should be made payable to Arizona Association for Play Therapy (AZAPT).*

SECURITY:

The Exhibitor Room will be open from 7:30 a.m. until 4:30 p.m. each day. You CAN leave your things set-up overnight, as the doors WILL be locked at the end of each day.

MOVE IN: Friday, February 16th and Saturday, February 17th at 6:45 a.m.
EXHIBIT HOURS: 7:30 a.m. until 4:30 p.m.
MOVE OUT: After 4:30 p.m. on Saturday

ADVERTISEMENT:

All Vendors will receive a listing in the conference packet. Please complete the information below, including your name, address, phone number AND desired services or product description, **BEFORE December 31, 2017.** Please send your logo (WORD, JPG, TIF) to Suzanne at suzanne@azapt.org.

CANCELLATION POLICY:

Written cancellation must be received by 12/31/16 to receive a refund, less a \$25 administrative fee. *No refunds will be made after 12/31/17.*

CONTRACT ACCEPTANCE & GENERAL INFORMATION:

Mail your information and check to:
Suzanne Lanctot, AZAPT, 7949 E. Acoma Drive, Suite 207, Scottsdale, AZ 85260
Confirmations will be emailed.
For additional information, or to pay by credit card,
please contact Suzanne Lanctot at 480-289-5761 or suzanne@azapt.org.

CHARGE FOR TABLE(S):

1 Table for 1 Day = \$65 (Deadline 12/31/17)
2 Tables for 1 Day OR 1 Table for 2 Days = \$100 (Deadline 12/31/17)
2 Tables for 2 Days = \$125 (Deadline 12/31/17)

Company Name: _____
Address: _____
City, State & Zip: _____
Telephone: (____) _____ FAX: (____) _____
Contact Person: _____ E-Mail Address _____
Name of Person Staffing Table at Event: _____

Space Reservation: Total Number of Tables per day: _____
Days Attending (PLEASE CHECK) _____ Friday, February 16 _____ Saturday, February 17
_____ Additional Lunch Tickets (\$25 each) for Friday, February 16th Only

Amount enclosed \$ _____ Check # _____ Please call 480-289-5761 if paying by credit card.

DESCRIPTION FOR ATTENDEE PACKET: _____
