



**24<sup>th</sup> Annual Conference**  
The Beatitudes Campus, Phoenix, AZ  
**March 1-2, 2019**

**2018-2019 BOARD OF DIRECTORS**

Juliet Fortino, President  
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**CONTACT INFORMATION**

**Executive Director**  
Suzanne Lanctot

**Phone**  
480-289-5761

**Fax**  
480-289-5765

**Address**  
AZAPT  
7729 E. Greenway Road  
Suite 300  
Scottsdale, AZ 85260

**Website**  
[www.azapt.org](http://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 2019 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 2019 conference speaker is Sharolyn Wallace, Ph.D., LCSW, RPT-S. Sharolyn will be presenting *Play Therapy on a Dime: Practical Techniques for Everyday Use*.

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. – 4:15 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 serve 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 our upcoming conference!

Sincerely,

*Juliet*

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

Arizona Association for Play Therapy  
24<sup>th</sup> Annual Conference  
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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 4:15 p.m. each day. You may leave your things set-up overnight, as the doors WILL be locked at the end of each day.

**MOVE IN:** Friday, March 1<sup>st</sup> and Saturday, March 2<sup>nd</sup> at 6:45 a.m.  
**EXHIBIT HOURS:** 7:30 a.m. until 4:15 p.m.  
**MOVE OUT:** After 4:15 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 January 31, 2019.** Please send your logo (WORD, JPG, TIF) to Suzanne at [suzanne@azapt.org](mailto:suzanne@azapt.org).

**CANCELLATION POLICY:**

Written cancellation must be received by 01/31/19 to receive a refund, less a \$25 administrative fee. *No refunds will be made after 01/31/19.*

**CONTRACT ACCEPTANCE & GENERAL INFORMATION:**

Mail your information and check to:  
**Suzanne Lanctot, AZAPT, 7729 E. Greenway Road, Suite 300, 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](mailto:suzanne@azapt.org).

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**CHARGE FOR TABLE(S):**

**1 Table for 1 Day = \$65 (Deadline 01/31/19)**  
**2 Tables for 1 Day OR 1 Table for 2 Days = \$100 (Deadline 01/31/19)**  
**2 Tables for 2 Days = \$125 (Deadline 01/31/19)**

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, March 1 \_\_\_\_\_ Saturday, March 2**  
**\_\_\_\_\_ Additional Lunch Tickets (\$25 each) for Friday, March 1 Only**

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

**DESCRIPTION FOR ATTENDEE PACKET: \_\_\_\_\_**