

# **Annual Meeting 2022**

June 13-16, 2022  
Jacksonville, FL

Connecting evidence and leaders in the field of intellectual disability



**146th Annual Meeting**

## **PARTNER PROSPECTUS**

Opportunities to Sponsor, Exhibit, Advertise

For more information visit us online:

[www.aidd.org](http://www.aidd.org)

# About AAIDD

AAIDD promotes progressive policies, sound research, effective practices, and universal human rights for people with intellectual and developmental disabilities. The AAIDD Annual Conference is typically attended by 550-600 thought leaders in research, policy, and practice. AAIDD is a leader in the field and its Annual Meeting is an ideal way to reach your target audience.

## Who Attends AAIDD?

Conference attendees are leaders and decision-makers in every setting that concerns people intellectual and developmental disabilities, with roles including

- Attorneys
- Case Managers
- Consultants
- Educators
- Executives and Managers
- Physicians
- Policy analysts
- Psychologists
- Rehabilitation Specialists
- Researchers and Faculty
- Self-Advocates and Family Members
- Service Providers
- Social Workers
- Therapists

## Who Exhibits at AAIDD?

Exhibitors typically address the needs of those who work with people with intellectual and developmental disabilities with professional and programmatic services or products, such as

- Adaptive equipment
- Assessment tools and services
- Assistive technology
- Books, curricula, and journals
- Communication and recordkeeping supports
- Educational materials
- Employment supports
- Healthcare services
- Insurance and financial products
- Pharmaceutical services
- Residential service supports
- Training
- Travel programs
- Video services
- University programs



The meeting will be held at the:  
**Hyatt Regency Jacksonville Riverfront**  
**Jacksonville, Florida**

## Meeting and Hotel Information

The 2022 Annual Meeting is being planned as an in-person conference. In the event that it is impossible to meet in-person, the event will be held virtually.

AAIDD encourages you to stay at our host hotel. Please be aware that third-party vendors **ARE NOT USED** to arrange for hotel rooms. AAIDD will provide all exhibitors and sponsors with lodging information and you'll be able to making your room reservations directly with the hotel by phone or online.

Anyone contacting you regarding lodging does not work for AAIDD.

# SPONSORING

**Show your support for conference attendees!**

CONFERENCE SPONSORSHIPS	Copper \$3,000	Bronze \$4,000	Silver \$5,000	Gold \$10,000	Platinum \$15,000
Exhibit booth	✓ Standard (tabletop) size	✓ Standard (tabletop) size	✓ Standard (tabletop) size	✓ 10'x10' booth	✓ 12'x12' booth
Sponsor logo with hyperlink to website and conference app	✓	✓	✓	✓	✓
Sponsor acknowledgement in welcome remarks, program, and event slides	✓	✓	✓	✓	✓
One item to be included in attendees bag	✓	✓	✓	✓	✓
Complimentary conference registrations	2	3	5	9	12
One complimentary program ad (hard copy program only)			1/4 page	1/2 page	Full Page
One-time social media promo			✓	✓	✓
One-time email blast to conference registrants (pre- or post conference)				✓	✓
Feature in Sponsor Showcase (host a 30-minute live or pre-recorded session during the Wednesday lunch break)					✓

## SINGLE EVENT SPONSORSHIPS

<b>Plenary Session</b>	\$8,000	3 opportunities	<ul style="list-style-type: none"> <li>• Prominent recognition on the conference website/app.</li> <li>• May have a representative introduce plenary speaker</li> <li>• One (1) Bag insert</li> <li>• One Exhibit</li> <li>• 6 complimentary registrations</li> </ul>
<b>E-Posters</b>	\$6,000	1 opportunity	<ul style="list-style-type: none"> <li>• Prominent recognition on the conference website/app.</li> <li>• Recognition in the E-poster platform</li> <li>• One (1) Bag insert</li> <li>• One Exhibit</li> <li>• 4 complimentary registrations</li> </ul>

***To confirm your sponsorship, please complete the sponsorship engagement form on page 6***

### OTHER SPONSORSHIP OPPORTUNITIES

Interested in sponsoring a specific event or getting particular visibility? Contact us to craft sponsor acknowledgement that meets your needs. AAIDD welcomes creative sponsorship ideas.

Contact Maria at [maria@aaidd.org](mailto:maria@aaidd.org)

# EXHIBITING

**Connect with attendees by exhibiting!** (Exhibits sold on a first-come, first-serve basis—limited availability.)

## EXHIBIT LOCATION

The exhibit space for this conference will be in an area in which all attendees will congregate for substantial periods at least 3 times each day of the conference. Continental breakfast and a coffee break will be served in the exhibit area. The area will not be locked overnight; drapes will be provided to cover the displays.

## FEE

### \$450.00 per exhibit table

- Placement of company logo with hyperlink to your site on the conference web page
- Two (2) complimentary exhibitors badges and one (1) complimentary conference registration. Exhibiting organizations may also register one (1) additional employee at \$160.
- In-person: One (1) skirted 6-ft table and two (2) chairs
- Virtual: One standard-size virtual booth with interactive features.

### EXHIBIT HOURS

#### TUESDAY, JUNE 14

7:30 am – 4:00 pm

- Continental Breakfast
- Afternoon break

#### WEDNESDAY, JUNE 15

7:30 am – 11:00 am

- Exclusive Exhibit Time & morning break (8:45 – 9:15 am)

## INSTRUCTIONS

**SET-UP:** All displays may be installed from 1:00-6:00 pm on Monday, June 13, 2022, and must be fully installed by Tuesday, June 14 at 7:30 am.

**DISMANTLING:** All displays are to be dismantled starting at 11:00 a.m. on Wednesday 14, 2022. It is the responsibility of the exhibitor to see that all materials are delivered to the exhibit area and removed from the area by the specified deadline.

**SHIPPING:** All materials should be shipped to the convention center at your own expense. Detailed shipment information will be sent via e-mail.



## DEADLINE

The signed agreement with full payment must be received by **April 15, 2022**. Remember, we have limited number of available tables; merely sending this contract by the deadline does not guarantee you a table.

## OTHER INFORMATION

Each exhibitor is responsible for their own costs related to dedicated electricity, Internet connection, and AV equipment. An exhibitor information sheet will be sent by the end of April 2022 with the contact information for our AV and decorator companies.

### EXHIBIT MOVE IN

Monday, June 13  
1:00—6:00 pm

### EXHIBIT HOURS

Tuesday, June 14  
7:30 am—4:00 pm

Wednesday, June 15  
7:30 am—11:00 am

### EXHIBIT MOVE OUT

Wednesday, June 15  
11:00 am—1:00 pm

# ADVERTISING

**Reach attendees by advertising!**

## Program Ads

The *Final Program* is placed directly in the hands of each attendee; it is constantly in their hands as they plan their calendar and find their way around the meeting. The program is also available on the website before and after the Annual Meeting. Put your company's information in the hands of the top decision makers. The *Final Program* is a full color, 52 page, 8-1/2" x 11" document, and AAIDD accepts both black/white and full color ads.

### Placement of Advertising

Display advertising in the *Final Program* is placed before and after the several main text portions in the program. Editorial content is not interrupted by ads.

### Submission Requirements

All ad submissions must be submitted electronically.

Please keep in mind the following:

- PDFs high resolution PDFs only; low resolution (optimized for web) will NOT be accepted
- EPS file at 100% of size, 300 dpi
- All ads must be approved. Send submissions to [maria@aaidd.org](mailto:maria@aaidd.org)
- See terms and conditions below

### Program Ad Rates and Specifications

Size	Wide	Height	Rates
Full page	7.5"	x 10"	\$400
1/2 page (H)	7.5"	x 4.75"	\$230
1/4 page	3.5"	x 4.75"	\$150

Measurements are with no Bleed

### Deadline

All advertising for the Final Program must be submitted no later than **April 15, 2022.**

## Bag Inserts

BAG INSERT ITEMS	Number of Sponsorship Opportunities	A la Cart Fee
Notepads	Two	\$3,000
Mousepad	Two	\$2,500
Reusable face masks	Two	\$2,000
Pen	Unlimited	\$1,500
One 8.5 x 11-inch single page item	Unlimited	\$1,500
Small promotional items, such as eyeglass cleaning cloths, lip balm, first aid kits, bandanas, etc., (measuring approximately 3x4x1-inches or less)	Unlimited	\$1,000
Gift cards	Unlimited	\$1,000

A conference bag is placed directly in the hands of each attendee. Inserts are limited to lightweight items (such as, but not limited to, flyers, brochures, pens, or postcards), inserts must measure no larger than 8.5 x 11 inches.

Advertisers must arrange to ship 500 copies\* of their item to AAIDD by the deadline. AAIDD reserves the right to refuse materials delivered after the deadline. To be included in the attendee bag, all proposed items must be approved by AAIDD, see the Terms and Conditions on page 7.

### Submission Requirements

- All inserts must be approved, please send a sample (pdf preferred) to [maria@aaidd.org](mailto:maria@aaidd.org)
- See terms and conditions on page 7.

# AAIDD Annual Meeting Sponsor & Exhibit Engagement Form

Send this form Attn: Maria Alfaro at AAIDD, 8403 Colesville Rd. Silver Spring, MD 20910  
 Fax 202-387-2193, or [maria@aaidd.org](mailto:maria@aaidd.org)

## COMPANY INFORMATION

Company/Organization Name: \_\_\_\_\_  
 Primary Contact's Name/Title: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Website: \_\_\_\_\_

### SPONSORSHIP PACKAGES

- Platinum Sponsor \$ 15,000
- Gold Sponsor \$ 10,000
- Silver Sponsor \$ 5,000
- Bronze Sponsor \$ 4,000
- Copper Sponsor \$ 3,000

*All sponsors receive a complimentary exhibit*

### BAG INSERTS

- Notepads \$ 3,000
- Mousepad \$ 2,500
- Reusable face masks \$ 2,000
- Pen \$ 1,500
- One 8.5x11-inch single page item \$ 1,500
- Small promo items \$ 1,000

### A-LA-CARTE-SPONSORSHIP ITEMS

- Plenary Sponsor \$ 8,000
- E-Posters Sponsor \$ 6,000

### EXHIBIT FEE

- Exhibitor Fee \$ 450.00

### AUTHORIZED SIGNATURE

By signing this application I acknowledge that as a representative of this company, I have read the rules and regulations outlined on page 7 of this prospectus. I also understand this application will become a binding contract upon acceptance and confirmation by AAIDD.

Authorized applicant signature \_\_\_\_\_

Date: \_\_\_\_\_

### TOTALS

<b>Sponsor package</b>	<b>= \$</b>
<b>A-la Carte Sponsorship</b>	<b>= \$</b>
<b>Bag Inserts</b>	<b>= \$</b>
<b>Exhibit Fee</b>	<b>= \$</b>
<b>TOTAL</b>	<b>= \$</b>

### PAYMENT INFORMATION—Select a payment method

- Check Enclosed (Payable to AAIDD)     Invoice me (P.O. Attached)
- Visa     MasterCard     American Express     Discover     Diners Club

Card Number \_\_\_\_\_

Expiration Date \_\_\_/\_\_\_/\_\_\_ - \_\_\_/\_\_\_/\_\_\_    Security Code \_\_\_\_\_

*Is the credit card billing address is different from the one provided above, please enter it here:*

\_\_\_\_\_

## EXHIBITOR TERMS AND CONDITIONS

**ACCEPTABILITY OF EXHIBITS** - All exhibits shall serve the interests of the members of AAIDD and its affiliates and shall be operated in a way that will not detract from other exhibits or the convention as a whole. AAIDD reserves the right to deny the exhibit space to any potential exhibitor if AAIDD determines that the content or intention of the exhibitor is inconsistent with the goals and objectives of AAIDD. Acceptance of an exhibit does not imply an endorsement of the exhibitor.

**EXHIBIT ASSIGNMENTS** - Reasonable effort will be made to avoid the assignment of adjacent booths to direct competitors. Location assignments will not be made until payment is received in full.

**CANCELLATION OF EXHIBITS** – In the event that fire, strike, or other circumstances beyond the control of AAIDD cause the meeting to be cancelled, a full refund of exhibit fees will be offered.

**PAYMENT AND CANCELLATION** – The exhibit fee must accompany the agreement. Vendors may cancel this agreement by written notice to AAIDD. Cancellations made on or prior to April 15, 2022 will be subject to a \$75 cancellation fee. **No** refunds will be made on cancellations after April 15, 2022.

**SECURITY AND INSURANCE** - The Exhibit area will not be secured. Drapes will be provided to cover displays; however, we encourage you to take valuable items with you when you leave the table. AAIDD nor the hotel will not be liable for damage or loss to exhibitor's property nor shall AAIDD be liable for any injury that may occur in the exhibition area. Exhibitors should make their own insurance and material storage arrangements.

**DAMAGE TO EXHIBIT AREA** - Nothing shall be posted on or tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the hotel, conference, or exhibit area without permission from the proper building authority and AAIDD. If such damage appears, the exhibitor shall be liable to the owner of the property damaged.

**INSTALLATION AND DISMANTLING** - All exhibits must be in place and set up by the time of the official opening to the show. Space not occupied or set up by that time may be reassigned for other purposes.

**DEFAULT OCCUPANCY** - Any vendor failing to occupy space that has been contracted is not relieved of the obligation of paying for such space at the full rental price, and AAIDD shall have the right to use such space as it sees fit.

**RESTRICTIONS ON USE OF SPACE** - No exhibitor shall sublet, assign, or share any part of the space allocated to it without the written consent of AAIDD.

### CODE OF CONDUCT

Exhibitors are expected to conduct themselves in a professional manner, and treat other with respect. Exhibitors shall not engage in disruptive behavior of any type. AAIDD reserves the right to remove exhibits that are not following the code of conduct.

**RESPONSIBILITY OF AAIDD AND THE EXHIBIT FACILITY:** Insurance and liability are the full, sole responsibility of the exhibitor. The exhibitor agrees to protect, save, defend, and keep AAIDD and the Hyatt Regency Jacksonville Riverfront Hotel forever harmless from any damages or charges imposed for violation of any law or ordinance occasioned by the negligence of the exhibitor, as well as to comply strictly with the applicable terms and conditions contained in this agreement between AAIDD and the exhibit facility regarding said premises; further, the exhibitor shall at all times protect, indemnify, save and defend, and keep harmless AAIDD and the Hotel against and from any and all loss, cost, damage, liability, or expense by reason of any accident or other occurrence to anyone, including the exhibitor, its agents, employees, and business invitee that arises or by reason of said exhibitor's occupancy and use of the exhibit premises or a part thereof. AAIDD does not assume responsibility for **any** advertised or exhibited services or materials.