

ArSHA 52st Annual Convention  
Friday, April 20 & Saturday, April 21, 2012

Desert Willow Conference Center  
Phoenix, AZ

**Who Attends**

This two-day convention draws between 150 and 200 audiologists, speech-language pathologists, and allied professionals. They are very enthusiastic and eager to learn more about the products and services you offer that will help them better serve their clients.

**Cost to Exhibit**

Exhibitor fee is \$550 per table for two days. Electricity is \$30 per day and includes a power bar and electric cord. Internet is \$50 per connection per day. Space is very limited, so organizations will be limited to no more than two tables.

Your Package Includes:

- One 6' table with tablecloth and two (2) chairs.
- Two (2) badges; complimentary food and beverage during the break functions and lunch.
- A company listing in the Convention Program.

**Exhibit Hours (approximate times)**

Friday, April 20, 2012

7:30 am - 5:00 pm.....Exhibits Open  
7:30 - 8:30 am.....Registration/Breakfast  
10:30 -11:00 am...Refreshment Break/Exhibits  
12:15 - 1:15 pm.....Lunch  
2:30 - 3:00 pm.....Refreshment Break/Exhibits

Saturday, April 21, 2012

7:30 am - 4:45 pm.....Exhibits Open  
7:30 - 8:00 am.....Registration/Breakfast  
10:00 - 10:30 am...Refreshment Break/Exhibits  
11:45 -12:45 pm.....Lunch  
3:15 - 3:45 pm.....Refreshment Break/Exhibits

**Installation**

Thursday, April 19..... 5-7 pm  
Friday, April 20.....6:30-7:30 am

**Dismantling**

Saturday, April 21.....3:00-4:00 pm

**Reservation Procedures**

Applications will be processed and table assignments made on a first-come, first-served basis. Space is limited to 40 exhibitor spaces, so please register early. Applications can be mailed and must include full payment (check, charge or purchase orders only). **Your completed application and payment must be received at ArSHA by March 30, 2012.**

**Complete & Return Exhibitor Packet to:**

Crystal Brooks  
ArSHA Exhibits Coordinator  
P.O. Box 12334  
Tempe, Arizona 85284

ArSHA Phone:(602) 354-8062

Email: [exhibits@arsha.org](mailto:exhibits@arsha.org)

**Location**

Desert Willow Conference Center, 4340 E. Cotton Center Blvd., Suite 100, Phoenix, AZ 85040, is conveniently located 5 minutes from Phoenix Sky Harbor International Airport. [www.phoenixairportsouth.homewoodsuites.com](http://www.phoenixairportsouth.homewoodsuites.com).

**Unloading & Parking**

Exhibitors can park, unload and enter through the front (main) entrance of the Conference Center. Proceed through the lobby to the Exhibitor area for set up. Parking is free and no placard required.

**Eligibility to Exhibit**

The exhibits are a vital extension of the continuing education program of the Arizona Speech-Language Hearing Association. ArSHA reserves the right to determine the eligibility of any company wishing to exhibit. The acceptance of a product or service for exhibit does not constitute an endorsement by ArSHA. Generally, all products and services to be exhibited must be related to the practice of Audiology, Speech-Language Pathology, or allied professionals. ArSHA may deny or revoke eligibility based on a violation of any policy set forth in the exhibitor prospectus or for any action determined to detract from the character of the Exhibition.

**Cancellations and Refunds**

Exhibitors must notify ArSHA of their intent to cancel their space by letter. Prior to Friday, March 30, 2012, the Association will refund the

amount paid, less a \$75 service charge. After March 30, 2012 exhibitor forfeits entire amount paid.

## **Rules and Regulations**

### Contract Agreement

It is agreed and understood the regulations stated in this brochure are part of a contract between the exhibitor and Association, and submission of application for exhibit space constitutes exhibitor's agreement to abide by these regulations.

### Exhibit Restrictions

Exhibitors may not alter the locations of exhibits without the written consent of Association management. Exhibitors may not sublet their space or any part thereof. The Association reserves the right to restrict or relocate any exhibits that, because of noise, method of operations, materials, traffic congestion, or any other reason, become objectionable. Exhibit demonstrations must be confined within the bounds of the respective booths. Aisle space may not be used to distribute promotional material. Companies planning to sell must comply with all state and local sales permit requirements. The Association also reserves the right to prohibit or remove any exhibit that, in the opinion of Association management, may detract from the general character of the exhibit as a whole. This restriction includes persons, objects, printed matter, or anything of a character that Association management determines is objectionable to the exhibit or does not conform to Arizona Speech-Language Hearing Association standards. In the event of such restriction or eviction, the Association is not liable for any damages nor will it refund rentals or other exhibit expenses. Exhibitors may not tape, paste, thumbtack, nail, or otherwise affix signs, banners, posters or other display materials to the walls, columns, or table drapes, except with permission of the Desert Willow Conference Center.

### Limitations of Liability

ArSHA reserves the right to alter the locations of exhibits or booths if deemed advisable in the best interests of the conference generally. The exhibitor agrees to make no claim against the Arizona Speech-Language-Hearing

Association, its committees, members, agents, or employees, or the Desert Willow Conference Center, or the city of Phoenix for any reason whatsoever, including negligence, theft, damage, or destruction of goods; or for any injury to himself, his agents, or employees while in the conference facility; or for any damages of any nature or character whatsoever, including any damage to his business by reason of failure to provide space for the exhibit or the removal of the exhibit; or for any action of any nature of ArSHA, or its committees, members, agents, employees, the Desert Willow Conference Center, or the city of Phoenix for failure to hold the workshop on schedule.

### **Security and Insurance**

Desert Willow Conference Center will provide a secured exhibitor hall from Thursday, April 19, 2012 to Saturday, April 21, 2012. Desert Willow and ArSHA cannot accept responsibility for the protection of exhibitors' materials and displays during the workshop. Exhibitors are expected to carry all risk insurance on their exhibits, utilize lock boxes, keep valuable items with them, and/or arrange for their own security in their booths, as appropriate, at their own expense.

### **Electricity**

Sufficient light is provided for adequate general illumination of the exhibit areas, but no individual outlet is included in the booth price. Exhibitors requiring electricity must indicate this need on the registration form and pay a fee of \$30 per day.

### **Sending Boxes in Advance**

Desert Willow Conference Center will refuse packages received prior to three (3) days before convention. If you need to send boxes in advance of the conference, please send them to: Desert Willow Conference Center  
cc: Susan Armentrout  
4340 E. Cotton Center Blvd. Suite 100  
Phoenix, AZ 85040

### **Shipping Boxes Out**

Exhibitors must call the Fed Ex or UPS for pick-up and shipping in advance. A shipping label must accompany each package. Desert Willow Conference Center will dispose of any packages left after April 21, 2012.