



Alabama Apartment Association

Educational Conference & Vendor Expo

September 14 & 15, 2017

Embassy Suites, Montgomery, AL

Application for Sponsorship on September 14 & 15, 2017 at the Embassy Suites, Alley Station and/or The Warehouse in Montgomery, AL

Company Name: _____ Contact Name: _____
 Contact Phone: _____ Contact Email: _____
 Business Address: _____ City, State, Zip: _____

I/We are a member of the following Alabama Association:
 _____ AANA (Huntsville) _____ GBAA (Birmingham) _____ RRAA (Montgomery) _____ MBAAA (Mobile Bay)

Vendor Type/Industry: _____ I do not wish to be located next to: _____

List Booth Attendees (*please print for nametags*) – Regular Booth Sponsor (no more than 4 in a booth / Level Sponsors (no more than 8-10 in a double booth)

Would you like to enter your booth in the 2017 AAA Conference Booth Contest? (Award for "Most Creative Booth" and "Best Themed Booth") YES _____ NO _____

Sponsoring Vendors will select booth locations based on sponsorship level, date of commitment beginning with the Titanium Sponsor and ending with Bronze Sponsors. All booth sponsors will be assigned by the AAA based on the type of business (as not to have any conflict of interest) and the date in which payment has been received.

I/We agree to abide by the exhibit specifications outlined by the Alabama Apartment Association and to all conditions under which the exhibit area is leased to AAA. Said exhibit specification and conditions become a part of this contract. We agree to abide by specific exhibit set-up and tear-down schedule as arranged by the Association. Association reserves the right to rearrange floor plan where necessary to facilitate a successful traffic flow. Reservations cancelled between August 1st – August 15, 2017 will be charged 50% of their Sponsorship / Booth fee. Requests to cancel a sponsorship or booth must be sent in writing 30 days before the scheduled event date. Cancellations after September 1, 2017 will be charged the full sponsorship/booth fee. AAA is unable to refund Sponsorships or Registration fees for cancellations due to inclement weather or other acts beyond our control. In the event of inclement weather, the event(s) will be rescheduled based on venue availability. All previous sponsorships and registrations will be honored for the new scheduled date.

Payment must be made in full prior to September 1, 2017. Booths will be released to wait list after this date.

Authorized Signature _____ Date: _____

*Include PAGE 2 titled AGREEMENT with Sponsorship/Booth Registration Form (Deadline to Register August 15, 2017)

SPONSORSHIP/REGISTRATION INFORMATION *See Sponsorship Menu for Full Benefits in Package & Inclusions -List Sponsorship Choices Below

- **TITANIUM SPONSOR** **\$15,000 (includes Electricity / Exclusive to Members Only)** _____
- **PLATINUM SPONSOR** **\$10,000 (includes Electricity / Exclusive to Members Only)** _____
- **GOLD SPONSOR \$3,500 Members / \$4000 Non-Members (only 5 Available)** _____ (includes Electricity)
 - ❖ **\$2000 Sponsor Cash (List Choices)** _____
- **SILVER SPONSOR \$2,500 Members / \$3,000 Non-Members (only 5 Available)** _____ (includes Electricity)
 - ❖ **\$1000 Sponsor Cash (List Choices)** _____
- **BRONZE SPONSOR \$1,500 Members / \$2,000 Non-Members (only 10 Available)** _____ (includes Electricity)
 - ❖ **\$500 Sponsor Cash (List Choices)** _____
- **VENDOR BOOTH \$700 Members / \$950 Non-Members (8 x 10 Booth Space- Only 40 Available)** _____ (\$75 to Add Electricity)
- **TABLE SPONSOR \$400 Members / \$650 Non-Members (Table Top Display in the Lobby Area)** _____ Electricity NOT Available
- **A LA CARTE SPONSORSHIP (Add cost of sponsorship to booth fees)** _____

SPONSORSHIP "MENU" SELECTIONS (Write in your choices on sponsorships above – see sponsorship "Menu" for amounts)

AAA Board Luncheon Sponsor (9/13)-\$750 (2)	Conference Bag Logo-\$500 (3)	Casino Night Sponsorships
AAA Board PM Break Sponsor (9/13)-\$500 (2)	Conference Charging Station (9/14)-\$500 (2)	Casino Night Food Sponsor-\$750 (5)
Conference Binder Logo-\$350 (5)	Conference Elevator Sponsor (9/14)-\$750 (1)	Casino Night Restroom Sponsor-\$750 (1)
Conference Video-\$500 (4)	Conference Elevator Sponsor (9/15)-\$750 (1)	Casino Night Bar Sponsor-\$750 (2)
Conference Educational Seminar-\$250 (12)	Conference Restroom Sponsor (9/14)-\$500 (1)	Casino Night Gaming Table Sponsor-\$150 (20)
"Grab 'N Go" Lunch Sponsor (9/14)-\$750 (4)	Conference Restroom Sponsor (9/15)-\$500 (1)	
Conference Break Sponsor (9/14)-\$350 (2)	Conference Shuttle Sponsor (9/14)-\$750 (2)	
Conference Break Sponsor (9/15)-\$350 (2)	Conference Shuttle Sponsor (9/15)-\$500 (1)	

A LA CARTE MENU (Items listed below are in addition to Sponsorship/Booth fees. Sponsorships listed cannot be included with "Sponsor Cash".)

Any of the above sponsorships can be purchased a la carte for the "Sponsor Cash" amount

- DJ Sponsor for Welcome Reception (9/13) \$750 Member / \$1150 Non-Member
- "Amurica" Photo Camper w/ Sponsor Logo at Casino Night \$2500 Member / \$2750 Non-Member
- "Casino Night" Band Sponsor with Company Logo on Stage \$1250 Member / \$1600 Non-Member
- "Casino Night" Charging Station(s) – 2 \$750 Member / \$1000 Non-Member
- Boxed Lunch Ticket # _____ \$25 Each (Thursday 9/14)
- Casino Night Tickets # _____ \$50 Each (Thursday 9/14)

PAYMENT INFORMATION

_____ Check Enclosed _____ Invoice _____ Credit Card (AAA staff member will contact to collect payment. A 5% convenience fee applied to all credit card payments.)

Send Registration Form and Agreement by August 15th EMAIL Jennifer@gbaa.biz FAX: (205) 623-3698 MAIL: AAA • 5000 Grantswood Road, Suite 240 • Birmingham, AL 35210
 Sponsors to Include Program Ad / Logo when submitting (Must be High Resolution/Print Ready). Deadline to submit print materials – August 1, 2017.

2017 Alabama Apartment Association Educational Conference & Expo

SPONSORSHIP AGREEMENT

- **INCLEMENT WEATHER CLAUSE**

The Alabama Apartment Association (AAA) will not refund Sponsorship or Registrations fees for cancellations due to inclement weather or other acts beyond its control. In the event of inclement weather, the event(s) will be rescheduled based on venue availability. All previous sponsorships and registrations will be honored for the new scheduled date.

- **TERMINATION OF EMPLOYMENT CLAUSE**

Cancellations due to termination or loss of employment for any sponsor or attendee should be paid in full by the registering Vendor, Property and/or Management Company and will not be refunded. A substitute attendee can be sent as a replacement. The request must be submitted in writing 30 days prior to the scheduled event.

- **EXHIBITOR RESPONSIBILITY CLAUSE**

Exhibitor assumes responsibility and agrees to indemnify and defend the AAA, the GBAA and Embassy Suites and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises. The Exhibitor understands that neither the AAA, the GBAA nor Embassy Suites maintains insurance covering the Exhibitor's property, and it is the sole responsibility of the Exhibitor to maintain such insurance.

- **PAYMENT FOR BOOTH SPACE or SPONSORSHIP**

Any person, partnership, or corporations engaging space who shall fail to make payment by August 1, 2017 shall thereby and thereupon forfeit all rights in and to the use of assigned space, and the AAA shall have the right to dispose of such space in such manner as it may consider to its interest without liability on the part of the Association. Invoicing for your sponsorship/booth fee occurs upon receipt of completed registration form.

- **BOOTH CANCELLATION**

Requests to cancel a sponsorship or booth registration cancelled between August 1 and September 1, 2017 will be charged 50% of their booth/sponsorship fee. Cancellations received after September 1, 2017 will be charged the full sponsorships/booth fee.

- **CONVENTION SERVICES**

Exhibit setup will be handled by Veal Convention Services, Inc.

For special requests such as carpet, extra tables, etc. contact Katie Clements at (205) 413-3706 or (205) 328-1010. (A full list of available services will be emailed to all sponsors once registration has been received by the AAA.)

- **FIRE REGULATIONS**

In order to comply with local fire ordinance requirements, all decorative material must be flame resistant. No volatile or flammable fluids, substances or materials of any nature prohibited by city fire regulations or insurance carriers may be used in any booth.

- **BOOTH ASSIGNMENTS**

Exhibit space is assigned on a **first-come, first-serve basis, determined by receipt of monies for full booth space signed agreement, date of commitment, and level of sponsorship beginning with Titanium and ending with Table Top Sponsors.** The AAA will confirm the receipt of monies and contract along with a booth assignment. Management reserves the right to re-arrange the floor plan where necessary to facilitate a successful traffic flow.

- **BOOTH GIVEAWAYS**

Embassy Suites will not allow any food and/or drink to be given out by any vendor during the Expo & Trade Show. Novelty items are permissible. For questions concerning this request, please contact our office at (205) 533-1644 before the show.

Find us on Facebook: Alabama Apartment Association

Online: AlabamaApartmentAssociation.com

I/We agree to the terms as listed above in the 2017 AAA Educational Expo & Trade Show registration form and agree to abide by all terms and conditions listed herein. I/We understand that failure to comply with the agreement could result in additional fees and/or termination of future involvement with the Alabama Apartment Association and its affiliates.

Signature of Company Representative

Date



2017 AAA Educational Conference & Expo Sponsorship Opportunities

The **Alabama Apartment Association** and The Greater Birmingham Apartment Association have combined efforts for 2017 to host the annual state educational conference and exposition in Montgomery, AL. The two associations along with the support of the **Alabama Apartment Association of North Alabama** (Huntsville), **The River Region Apartment Association** (Montgomery) and **The Mobile Bay Apartment Association** (South Alabama) invite you to be part of our 15th Annual Educational Conference & Expo at the Embassy Suites in Montgomery, AL September 14-15th.

TITANIUM SPONSOR*

Member Price \$15,000 (Exclusive to Members Only)

- 3 (Single King or Double) Rooms at the Embassy Suites for 2 Nights (Check-In September 13th – Check-Out September 15th) *Rooms at the Embassy Suites include breakfast and 5 PM Embassy Suites Manager Reception in the Hotel Lobby*
- Double 8x10 (16 x 20) Booth in Premium Location at AAA Conference & Expo (includes booth electricity if requested)
- Includes*: Conference Video Sponsorship, Conference Bag Logo, Conference Banner Logo and Conference Binder Logo
- Attendee Lanyard/Nametag Sponsorship with Company Logo (attendees only)
- 8 Complimentary Tickets for Grab 'N Go Lunches on Thursday, September 14th
- National Speaker Seminar Sponsor & Introduction (1 session each) for Tiffany Zwiefelhofer and Donna Hickey (Thursday Only)
- Company Informational Flyer for all attendee bags (must be printed by the sponsor and received by September 1st (quantity of 450)
- Company logo on themed "Koozie" for Casino Night on September 14th
- Titanium Sponsor at the Casino Night Party on Thursday, September 14th at "The Warehouse" at Alley Station with Signage
- Ten Tickets to the Casino Party at "The Warehouse" with 40 Drink Tickets to use during the Casino Party
- 10 Minutes microphone time at Casino Night to Welcome Guests, speak about products/services and give-away \$500 Prize money from Expo attendees.
- Company to be profiled on AlabamaApartmentAssociation.com and AAA Social Media Sites with Link to Company Website
- Recognition by Alabama Apartment Association President during the Conference
- Logo Recognition as Titanium Sponsor in Expo Program / Digital Displays / Banner(s)

PLATINUM SPONSOR*

Member Price \$10,000 (Exclusive to Members Only)

President's Welcome Reception Sponsor

- 2 (Single King or Double) Rooms at the Embassy Suites for 2 Nights (Check-In September 13th – Check-Out September 15th) *Rooms at the Embassy Suites include breakfast and 5 PM Embassy Suites Manager Reception in the Hotel Lobby*
- Sponsor for Welcome Reception on Wednesday, September 13th from 6:30 – 8:30 PM with 10-15 minutes microphone time to Welcome Guests, discuss/promote products and services
- Double 8x10 (16 x 20) Booth in Premium Location (includes booth electricity if requested)
- 30 Drink Tickets to use during the Welcome Reception at the Sponsors discretion
- 6 Complimentary Tickets for Grab 'N Go Lunches on Thursday, September 14th
- Company Informational Flyer for all attendee bags (must be printed by the sponsor and received by September 1st (quantity of 450)
- 6 Tickets to the Casino Party at "The Warehouse" with 20 Drink Tickets to use during the Casino Party
- Includes*: Conference Video Sponsorship, Conference Bag Logo, Conference Banner Logo and Conference Binder Logo
- Company to be profiled on AlabamaApartmentAssociation.com and AAA Social Media Sites with Link to Company Website
- Recognition by AAA President during the Conference
- Logo Recognition as Platinum Sponsor in Expo Program / Digital Displays / Banner(s)

GOLD Sponsor (Only 5 Available) Member Price \$3,500 Non-Member: \$4,000

- 8 x 10 Standard Booth (includes electricity if requested) in premium location at the Expo
- 6 Complimentary Tickets for Grab 'N Go Lunches on Thursday, September 14th
- Company Informational Flyer for all attendee bags (must be printed by the sponsor and received by September 1st (quantity of 450)
- 6 Tickets to the Casino Party at "The Warehouse" with 12 Drink Tickets to use during the Casino Party
- Includes*: \$2000 in "Sponsor Cash" to use on item(s) listed on the Sponsorship Menu (attached)
- Company to be profiled on AlabamaApartmentAssociation.com and AAA Social Media Sites with Link to Company Website
- Recognition by Alabama Apartment Association President during the Conference
- Logo Recognition as Gold Sponsor in Expo Program & Digital Displays

SILVER Sponsor (Only 5 Available) Member Price \$2,500 Non-Member: \$3,000

- 8 x 10 Standard Booth (includes electricity if requested) in premium location at the Expo
- 4 Complimentary Tickets for Grab 'N Go Lunch on Thursday, September 14th
- Company Informational Flyer for all attendee bags (must be printed by the sponsor and received by September 1st (quantity of 450)
- 4 Tickets to the Casino Party at "The Warehouse" with 4 Drink Tickets to use during the Casino Party
- Includes*: \$1000 in "Sponsor Cash" to use on item(s) listed on the Sponsorship Menu (attached)
- Company logo on AlabamaApartmentAssociation.com and AAA Social Media Sites
- Logo Recognition as Silver Sponsor in Expo Program & Digital Displays

BRONZE SPONSOR (10 Available) Member Price \$1,500 Non-Member: \$2,000

- 8 x 10 Standard Booth (includes electricity if requested) in premium location at the Expo
- 4 Complimentary Tickets for Grab 'N Go Lunch on Thursday, September 14th
- 4 Tickets to the Casino Party at "The Warehouse"
- Company Informational Flyer for all attendee bags (must be printed by the sponsor and received by September 1st (quantity of 450)
- Includes*: \$500 in "Sponsor Cash" to use on item(s) listed on the Sponsorship Menu (attached)
- Company logo on AlabamaApartmentAssociation.com and AAA Social Media Sites
- Logo Recognition as Bronze Sponsor in Expo Program & Digital Displays

Please Note the Following:

*All sponsorships could include additional sponsor logo(s). Logo size will be based on the sponsorship level. Check your sponsor benefits to check for exclusivity.

2017 AAA Conference & Expo Sponsor Level Menu

Mark your choices from this menu on the Registration Form, based on the above corresponding sponsorship "menu" for your sponsorship level. All options are also available for individual sponsorships based on availability.

ALABAMA APARTMENT ASSOCIATION BOARD MEETING BREAK SPONSOR

Your sponsorship will provide the AAA Board with refreshments during their strategic planning meeting. Company signage plus one company representative will be introduced to the board and have 5-7 minutes to promote their product/service to the AAA Board of Directors at The Warehouse (Alley Station). A specific time will be sent to the sponsor.

Two Sponsorships.....\$500 Sponsor Cash

ALABAMA APARTMENT ASSOCIATION BOARD MEETING LUNCH SPONSOR

Your sponsorship will provide the AAA Board with lunch during their strategic planning meeting. Company signage plus one company representative will be introduced to the board and have 5-7 minutes to promote their products/services to the AAA Board of Directors at The Warehouse (Alley Station). A specific time will be sent to the sponsor.

Two Sponsors.....\$750 Sponsor Cash

CONFERENCE BINDER

All Full Access Educational Conference attendees will receive a Conference Binder. Sponsors Logos will be on the front of the binder. Materials will also be distributed electronically to all attendees. (High res logo/company promotional piece due no later than August 1st) 8 x 10" no bleed

Five Sponsors.....\$350 Sponsor Cash

CONFERENCE MESSENGER BAG

All Full Access Education Conference attendees will receive a Conference Bag. Sponsor Logos will be placed based on level of sponsorship on the conference bag. All Conference Messenger Bag Sponsors will be allowed to place materials inside. (High res logo should be received no later than **August 1st** for this sponsorship. Items to be placed in the bags are due by September 1, 2017)

Three Sponsors.....\$500 Sponsor Cash

CONFERENCE VIDEO

The 2017 video will be showcased on the AAA Website and will be shown all over the State to recap the 2017 AAA Conference & Expo. The video will also be used to promote the 2018 Conference. Your Sponsorship will allow a Company Representative to be interviewed on the video to discuss your experience at the 2017 AAA Conference & Expo.

Four Sponsors.....\$500 Sponsor Cash

CONFERENCE ELEVATOR SPONSOR (Thursday September 14th and Friday, September 15th)

Sponsor Logos will be displayed in all elevators (clear glass) throughout Embassy Suites. (High res logo should be received no later than **August 1st** for this sponsorship. Items to be placed in the bags are due by September 1, 2017)

Two Sponsors.....\$750 Sponsor Cash (One each day)

CONFERENCE RESTROOM/POWDER ROOM (Thursday September 14th and Friday, September 15th)

Your Company logo proudly displayed in the main restroom areas for the 2017 AAA Conference & Expo. Sponsors are encouraged to leave toiletries and promotional items in the restrooms located in the main bar area.

(Includes both Men's Room Sponsor /Ladies' Room Sponsor)

Two Sponsors (Both Ladies' & Men's Restrooms).....\$500 Sponsor Cash (One Each Day)

CHARGING STATION (Thursday, September 14th)

Your Company logo will be featured at the Charging Station during the Expo/Trade Show.

2 Sponsors.....\$500 Sponsor Cash (Each)

CONFERENCE BREAK SPONSOR

A coffee (mid-morning) and snack station (afternoon) will be set up during the two-day education series portion of the conference. Sponsorship signage will be provided at the refreshments table. Sponsor may display materials or leave pick-ups for the attendees.

Four Sponsors (two each day).....\$350 Sponsor Cash **Specify Thursday or Friday Snack Station*

GRAB 'N GO LUNCH (Thursday September 14th)

Sponsor signage will be featured at the "Grab 'N Go Lunch break on September 14th. Company Representatives are welcome to display and network during the scheduled lunch break at Embassy Suites from 12 – 1 p.m.

Four Sponsors.....\$750 Sponsor Cash

EDUCATIONAL SEMINARS

Seminar sponsor signage will be displayed at the chosen educational session. Sponsors will have the opportunity to introduce a seminar speaker during the educational sessions. Sponsors are encouraged to display information in the seats for the attendees.

Twelve Sponsors.....\$250 Sponsor Cash

(Sponsorships will be split between Thursday's educational sessions and Friday's educational sessions)

SHUTTLE SPONSOR (Thursday September 14th and Friday, September 15th)

Complimentary Round-Trip Shuttle Service will be provided to attendees from Birmingham to Montgomery on 9/14 and 9/15 for the educational sessions of the conference. Company Logo to be displayed on the Shuttle. Sponsors will be allowed to ride and offer goodie bags or materials to the passengers.

Three Sponsors.....\$750 Sponsor Cash (2-Thursday and One Friday)

CASINO NIGHT BAR SPONSOR

Two Companies will have signage at the bar stations at the Casino Party and included in the sponsor signage displayed on screen during the event. (Two Bars at the Event – One logo on Each of the Stations). Includes 10 Complimentary Drink Coupons to use at the sponsor(s) discretion.

Two Sponsors.....\$750 Sponsor Cash (One Sponsor for Each Bar)

CASINO NIGHT FOOD SPONSOR

Companies will have signage at the food stations at the Casino Party and included in the sponsor signage displayed on screen during the event.

Five Sponsors.....\$750 Sponsor Cash

CASINO NIGHT GAMING TABLE SPONSOR

Choose a gaming table to display your company logo at the Casino Night Party on September 14th. Gaming Table Sponsors should also donate an item to give away to the lucky winners at the end of the evening. Company signage will be displayed on the gaming table and next to the prize for the end of the night drawing. Sponsor logos will also be included on the screens throughout The Warehouse. Gaming tables include: Poker, Blackjack, Roulette, Craps and Slot Machines

Twelve Sponsors.....\$150 Sponsor Cash (each table)

*(**Note the item and value for the prize drawing at the end of the party on your Casino Night Donation Form)*

RESTROOM/POWDER ROOM SPONSOR AT THE CASINO PARTY

Your Company logo proudly displayed in the main restroom areas for the Casino Night attendees at The Warehouse (Alley Station) on September 14th. Sponsors are encouraged to leave toiletries and promotional items in the restrooms located in the main bar area. (Men's Room Sponsor /Ladies' Room Sponsor)

One Sponsor (Both Ladies' & Men's Restrooms).....\$750 Sponsor Cash

A LA CARTE SPONSORSHIPS

If we didn't offer a sponsorship that fits your needs, here are a few items that can be sponsored in addition to booth rental fees. (Sponsorships are in addition to booth fees)

WELCOME RECEPTION SPONSORSHIPS (WEDNESDAY, SEPTEMBER 13TH)

- DJ / Band Sponsorship - \$750 Member / \$1150 Non-Member
- Restroom /Powder Room Sponsor at the Welcome Reception - \$250 Member / \$500 Non-Member

**It is the responsibility of the sponsor to put grooming items, etc. in the powder room/bathroom(s).*

CASINO NIGHT SPONSORSHIPS (THURSDAY, SEPTEMBER 14TH)

- "Amurica" Photo Camper with Sponsor Logo \$2500 Member / \$2750 Non-Member
Company logo on all Photo Booth pictures at Casino Night
- DJ / Band Sponsorship – Company signage on stage \$1250 Member / \$1600 Non-Member
- "Casino Night" Charging Station(s) – Company logo displayed on both charging stations
\$750 Member / \$1000 Non-Member



2017 Alabama Apartment Association Educational Conference & Exposition

Trade Show Date, Hours & Location

Thursday, September 14, 2017

Show Hours: 12:00 PM – 5:30 PM

Show Location: Embassy Suites Hotel Ballroom, Montgomery, AL

Trade Show Theme

Alabama "State of Mine"

- If you would like to register for the 2017 "Best Booth" or "Most Creative Booth" please mark this on your registration form.

Assignment of Space

- All sponsors will have first choice of booth location (based on sponsorship level).
- Single and Double Booth Locations will be based on a first-come, first reserved basis.

Payment

Sponsorship fees must be paid 60 days in advance of the show. Booths must be paid 30 days in advance. No refunds due to cancellation by Exhibitor will be made after August 1st.

Table Tops / Booth Size & Pricing

Single Booth -	\$700 (Member)	\$950 (Non-Member)
Double Booths -	\$1500 (Member)	\$1800 (Non-Member)
Vendor Table (Table Top Display in the Lobby Area)		
	\$400 (Member)	\$650 (Non-Member)

*VERY Limited Number of Booths & Vendor Display Tables

Booth Space

Booths consist of:

- 8 x 10 Booth Space
- One Company Name Sign
- One Skirted 8 ft. Table
- One Wastebasket & Two Chairs
- Back & Side Pipe & Drape (Side 3' and Back 8')

Booths will be RED & WHITE (alternating)

**To Add Tables/Chairs, please contact the AAA office at (205) 533-1644 before August 1st.*

***Carpet/Rugs and other special booth needs should be handled by Veal.*

****Electricity should be ordered through the AAA office unless included in your sponsorship.*

Welcome Reception at Alley Station

All vendors and registrants are invited to attend the "President's Welcome Reception" on Wednesday, September 13th at Alley Station (Commerce Street) from 6:30 PM – 8:30 PM. Join us to network with your colleagues and celebrate our current AAA President (Stephanie Tinney) and our President Elect (Nicole York).

Move-In, Set-Up and Move-Out

- Early Registration and Move-in is Wednesday, September 13th from 7-9 PM (Vendors Only)
- Vendor Move-In is Thursday, September 14th 7-11 AM

Move-Out

- The Trade Show ends at 5:30 PM. All booths must be broken down and all items removed before 8:30 PM.

(Veal will be removing the pipe and drape during this time as well. The AAA or Embassy Suites cannot be held responsible for any items left in your booth)

Lunch on September 14th

All booth sponsors will have 2 boxed lunches included in their package. Larger sponsorships include additional tickets for lunch on September 14th. Please refer to your sponsorship or contact our office if you need confirmation. (Tickets will be included in your Vendor Packets upon registration)

Casino Night "Southern Style"

All booth sponsorships include 2 tickets to the "Casino Night" on Thursday, September 14th from 7-10 PM at The Warehouse (located at 130 Commerce Street). Larger sponsorships include additional tickets. Please refer to your sponsorship benefits or contact our office. Tickets will be included in your Vendor Packet at registration.

Suggested Attire: Boot, Hats & Jeans

Casino Night Prize Donation

Want to get your company's name in front of the AAA Conference attendees one more time? Donate a prize or save your booth give-away item and join the "live" drawing of winner's prizes onstage at the Casino Night on September 14th. (AAA designee will draw for the prizes from winner's entries at the event. The name of the company and donated item details will be announced onstage around 9:45 PM.

How to Donate: Bring an item valued at \$50 or more and leave it at Vendor Registration. Complete the donation form with details of your prize and email it to info@alabamaapartmentassociation.com no later than September 1st. Please email a high-resolution logo with your completed form for signage to display beside your donated item.

Host Hotel – Embassy Suites

Booking Link: <http://group.embassysuites.com/AlabamaApartmentAssociation>

Hotel: Embassy Suites Hotel Montgomery-Conference Center

Group Name: Alabama Apartment Association

Dates Group Rates Available: 12-Sep-2017 - 15-Sep-2017

Please note, the entire URL must be copied and pasted for it to work properly.

2017 AAA Conference Expo
"Casino Party" Prize Giveaway

Company Name	Indicate how item should be listed: (Title)
Company Rep Name: _____ Contact Number: _____	Donor State Retail Value \$ _____
Email:	Restrictions: Please state any limitations or special restrictions. _____ THIS IS AN INTANGIBLE ITEM: (DONOR: Please include any appropriate display materials) _____ A Certificate accompanies this donor form _____ I will provide a Certificate on _____ _____ The Alabama Apt. Assoc. has my permission to create a certificate _____ Signature of Company Representative
Mailing Address:	
Detailed Description as you would like used on signage. Please be precise (i.e. color, quantity, size, number of people, etc.)	

Signature of Donor: _____

Signature of Committee Chairperson _____

Contact Information for Chairperson _____

Alabama Apartment Association
5000 Grantswood Road, Suite 240 Birmingham 35210
(205) 533-1644
www.AlabamaApartmentAssociation.com



Prizes will be given away on Thursday, September 14th at The Warehouse "Casino Party"
Prize descriptions should be received no later than September 1, 2017 with a company logo.
Send logos to info@AlabamaApartmentAssociation.com with this form completed.
Prizes can be shipped to 5000 Grantswood Road, Suite 240, Birmingham, AL 35210 before
September 8th or brought to early check in on Wednesday, Sept. 13th between 7-9 PM at the
Embassy Suites Registration Window or regular Registration on Sept. 14th between 7-11:00 AM