

Hold your business meetings or social hours during APHA's Annual Meeting to reach your clients, alumni, partners and prospects already attending the APHA Annual Meeting.

AVAILABLE TIME SLOTS (all times are in Mountain Time)

- **Saturday and Sunday:** Events may be held beginning at 6 a.m. through midnight.
- **Business Meeting:** Events may be held Saturday or Sunday only
- **Social Hour/Evening Networking:** Events may be held Monday or Tuesday beginning at 6:30 p.m.

LOCATION SELECTION

APHA sessions and events will be held virtually through Zoom.

PAYMENT

	# of Rooms	Early-Bird Rate By Sept. 29	Final Rate Sept. 30 – Oct. 16	Total
<input type="checkbox"/> 1-3 hours		\$50	\$100	\$
TOTAL				\$

EVENT DETAILS – If you plan to hold more than one event, complete a separate form for each event.

Event Contact:

Name of Person in Charge:			
Telephone:		Email:	
Address:			
Organization Name as it should appear in program:			

Note: Events cannot take place during scientific session timeslots. See list of available timeslots on first page.

Event Title as it should appear in program:							
Day		Date:		Start Time:		End Time:	
Estimated attendance (Be as accurate as possible):							

TYPE OF EVENT

- ☐ Business Meeting ☐ Social Hour/ Evening Networking

SET-UP

- APHA will be using Zoom for all sessions. If there is a separate platform that you would like to use, please indicate it below under Special Requests. Additional fees may apply.

- ☐ Zoom Meeting: You can see everyone and interact with anyone in the meeting.
- ☐ Zoom Webinar: Allows for breakout rooms for separate conversations.

Special Requests: _____

PUBLICATION OPPORTUNITIES

Would you like your event title to be listed in the online program? ☐ Yes

☐ No – Private Event

TERMS AND CONDITIONS

- Event links will not be available until the day of your event. If you require your link in advance for any reason, please contact Natalie.koo@apha.org.
 - **Cancellation Penalty:** 50% of total/No refunds after September 29, 2020.
 - The cost of requesting a meeting space with APHA does not include additional items, including additional AV, food and beverage, and other technological requests. If you require additional features or have additional requests, please list them under “Special Requests” and APHA will work with you.
 - Read the full Related Organization Event Space Rental policy at <https://apha.org/events-and-meetings/annual/schedule/host-a-business-meeting-or-social-hour>
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By signing below, I agree to APHA’s Terms and Conditions.

Name (Printed)

Signature

Date