Each year, the NASP convention Exhibit Hall allows me to stay up to date on all of the latest and greatest products and services available!

— JOANNE, CHARLESTON, SC
School psychologists serve on the front lines of education’s biggest challenges today and rely on the most innovative, up-to-date products, publications, and services dealing with:

- Learning and teaching skills
- Mental health
- Parenting and family life
- Prevention and intervention
- Research and grant writing
- School safety
- Social justice
- Special needs
- Substance abuse

National Association of School Psychologists
4340 East West Highway, Suite 402
Bethesda, MD 20814
301-657-0270
www.nasponline.org

NASP 2023 ANNUAL CONVENTION

Make plans to join us in Denver next year!
The National Association of School Psychologists (NASP) is planning for a face-to-face convention in Denver, CO in 2023. Should that not be possible, however, the convention will be held virtually, and alternative exhibit and sponsorship opportunities will be made available and renegotiated with exhibit and sponsor organizations.

As an exhibitor, you will be part of the largest annual gathering of school psychologists and related professionals in the world. The 2023 convention will include more than 1,200 educational presentations and special events related to education and mental health issues affecting children and youth. Reach nearly 5,000 convention attendees focused on learning about the latest and most effective products, services, training, and best practices to improve their skills.

NASP conventions are the best place to connect and interact with your audience of purchasing influencers and decision makers. Strengthen your relationships with current and new customers—pupil-services personnel who are:

- Administrators
- Consultants
- Graduate students
- Practitioners
- Researchers
- Trainers

PRELIMINARY SCHEDULE

(Dates/times subject to change)
WELCOME TO DENVER!

Denver’s 300 days of sunshine per year, a thriving cultural scene, diverse neighborhoods, first-rate facilities, and natural beauty all combine in one of the world’s most spectacular convention destinations. Denver, the Mile High City, is a young, active city at the base of the Colorado Rocky Mountains. Its stunning architecture, award-winning dining, world-class shopping, and unparalleled views are sure to be enjoyed by exhibitors and attendees alike. Whatever your tastes or interests, Denver has it all!

GETTING THERE IS EASY!

Denver International Airport (DEN) is widely recognized as one of the best and easiest-to-navigate airports in the country. DEN is a major operating base for JetBlue, and American and United airlines have significant operations through the airport, including daily transcontinental flights. All other major U.S. air carriers offer flights from Denver to nearly all of their primary and secondary hubs. The A Line, Denver’s airport rail line, transports passengers directly between the airport and the heart of downtown Denver.

Ground Transportation
Whether you arrive by plane, train, bus, or automobile, it’s easier than ever to get around Denver. Once you’re downtown, take advantage of Denver’s many public transportation options, including the Regional Transportation District (RTD) bus and light rail system and the free MallRide on Denver’s pedestrian 16th Street Mall, to get wherever you need to go. You’ll also find plenty of private operators offering varied transportation options, from motorcoaches to pedicabs.

HEADQUARTERS HOTEL
Hyatt Regency Denver at Colorado Convention Center
650 15th Street | Denver, CO 80202
303-436-1234

OTHER OFFICIAL NASP CONVENTION HOTELS
Embassy Suites Denver Downtown Convention Center
1420 Stout Street | Denver, CO 80202
303-592-1000

Le Méridien Denver Downtown
1475 California Street | Denver, CO 80202
303-893-1888

AC Hotel Denver Downtown
750 15th Street | Denver, CO 80202
303-825-2888

Exhibitors are eligible for specially discounted NASP rates in all four official NASP convention hotels, which are located in the heart of the city within an easy 5-minute walk from the Colorado Convention Center. Housing will open on October 3, 2022, and rooms will be available on a first-come, first-served, space-available basis. Please note that, like attendees, exhibitors must register for the convention before gaining access to NASP’s specially discounted sleeping rooms, which will be made available through the NASP Housing Center only. This will help ensure the availability of hotel rooms for all registered convention exhibitors and attendees. Individuals who make reservations directly through hotels will not be entitled to NASP’s discounted rates. NASP will send full housing information to exhibit companies following the receipt of a completed Exhibit Space Application/Contract and full payment.
BOOTH RENTAL RATES
(The ceiling height in Exhibit Hall C is 30 feet.)

**Booth Types**
- 10’ x 10’ Standard ........................................ $1,600
- 10’ x 10’ Premium ........................................... $1,750
- 20’ x 20’ Premium ........................................... $7,000
- 20’ x 30’ Premium ........................................... $10,500

See color-coded floor plan “Key.”

A limited number of booths may be made available at a special nonprofit rate after January 1, 2023. (Proof of nonprofit status is required, and complimentary registrations are not included.)

Booth rental fees include:
- 8’ back drapes (combination of teal green, turquoise blue, and peach) and 4’ side rail drapes (teal green)
- Exhibit Hall aisle carpet (teal green)
- One 7’ x 44” ID sign (including booth number, organization name, city, and state)
- One 6’ draped table
- Two chairs
- Electronic Exhibitor Service Kit
- In-hall security between exhibit hours
- Four booth support passes per 10’ x 10’ booth (maximum of 10 booth support passes per organization)
- Two complimentary convention registrations per exhibiting organization, plus one additional complimentary registration for every additional 10’ x 10’ booth purchased beyond the first (maximum of four complimentary registrations per organization)
- Inclusion in Exhibit Hall Handbook with booth number, company description, and applicable convention sponsorships (if Space Application and payment are received by 12/14/22)
- Access to Exhibitor Lounge with daily beverage service (location/hours provided on site)

Items not included in the exhibit fee:
- Exhibit booth carpet
  The Exhibit Hall is not carpeted; exhibiting organizations (except those within the Recruitment Center) MUST provide carpet for their own booths! 10’x10’ carpet ordered through the General Service Contractor will cost approximately $250–$500. Uncarpeted booths will not be permitted, and exhibitors will be charged for carpet on site if it hasn’t been ordered and paid for prior to the convention. There can be no exceptions to this policy.
- Additional furniture rental
- Booth cleaning services
- Convention attendee list
- Electrical/internet services
- Installation/dismantling services
- Materials handling
- Storage

Recruitment Center
Exhibit booths within the Recruitment Center, only, will be carpeted. Each year, a number of recruiters participate in the NASP exhibition. Again this year, NASP has designated a special Recruitment Center section of the Exhibit Hall to serve the purpose of recruitment. And there will also be a number of privacy booths located at the end of the area that will be available to recruiters, on a first-come, first-served basis, to conduct interviews in the Exhibit Hall. We expect hundreds of attendees to pass through this high-traffic area. In addition, we will be communicating the presence of the Recruitment Center in convention materials and other communications, to make job seeking attendees aware of it, before the convention, and encourage them to bring résumés to Denver. Exhibitors who would like their booths to be located within the Recruitment Center section of the hall should so indicate on the Exhibit Space Application/Contract.

For additional information about booth assignments or nonprofit rates, please email Exhibits Coordinator Jeanette Rodriguez at jeannette.rodriguez8@gmail.com.

TAKE-ONE TABLE
For organizations that cannot exhibit at the convention, Take-One Table space can be rented for distribution of informational materials. All materials must be approved in advance by NASP. To receive approval to display your material, please send one copy of each item you wish to display with your completed application.
- Pamphlets, brochures, cards, leaflets, magazines, and similar material will be displayed prominently so that attendees visiting the exhibit area can help themselves. A minimum of 1,000 copies of each piece should be furnished. Unfortunately, unused materials cannot be returned after the convention.
- NASP staff will set up the display and replenish materials regularly.
- Associates of organizations that rent Take-One Table space will have no Exhibit Hall privileges; Exhibit Hall access will be available to registered convention attendees and exhibitors who rent exhibit booth space only.

Take-One Table Fee: $275
Material shipping instructions will be sent to Take-One Table participants by January 14, 2023. For further information, please call NASP Conventions Manager Marcia Harvey, 301-347-1667, or email her at mharvey@naswpweb.org.

GENERAL SERVICE CONTRACTOR/EXHIBITOR SERVICE KIT
Approximately 2 months prior to the convention, Levy Exposition Services, Inc., the official General Service Contractor for the NASP 2023 Annual Convention, will provide a complete electronic Exhibitor Service Kit for all organizations that contract with NASP to exhibit in Denver. If there are questions for the decorator in the meantime, please send an email to Chuck Premone at cpremon@levyexpo.com.

REGISTRATION
Four booth support passes will be provided per 10’ x 10’ booth (maximum of 10 passes total per organization). Booth support passes do not include participation in educational sessions or other convention events held outside of the Exhibit Hall. However, individuals possessing these passes may register for the convention at the discounted NASP member registration rates. Each full-paying exhibiting organization will receive two complimentary convention registrations for the first 10’ x 10’ booth purchased and one additional registration per additional booth (maximum of four complimentary registrations total per organization for multiple booths).

There is a $25 fee for each Exhibit Hall personnel above the comp. allotments. This fee is for access to the Exhibit Hall only and does not permit these individuals to attend educational sessions.

NASP will send complete exhibitor registration information to exhibit companies following the receipt of a completed Exhibit Space Application/Contract and full payment.

Convention Registration Fees
The convention registration fee includes admission to the keynote address, all featured and special sessions, and more than 1,200 reviewed presentations (mini-skills, papers, poster sessions, practitioner conversations, and symposia). Listings of these sessions will be available on the NASP website by mid-January 2023. Additional fees are required for optional NASP Convention Workshops and Documented Sessions (for all of which preregistration is required and seating is guaranteed on a space-available basis), certain special events, and session recording packages, as indicated on the Convention Registration Form.

<table>
<thead>
<tr>
<th>Exhbiton/Memner</th>
<th>Early</th>
<th>Preconvention</th>
<th>Full</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>(Available through 11/9/22)</td>
<td>(Available 11/10/22-11/12/23)</td>
<td>(Available after 1/12/23 and on site)</td>
</tr>
<tr>
<td>Full</td>
<td>$269</td>
<td>$289</td>
<td>$319</td>
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</tbody>
</table>

WORKSHOP FEES
(Available with payment of convention registration fee only. Workshop fee includes an entrance ticket and guaranteed seat, on a first-come, first-served basis.)

<table>
<thead>
<tr>
<th>Exhibitor/Memner</th>
<th>Each Half-Day Workshop</th>
<th>Each Documented Session</th>
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</thead>
<tbody>
<tr>
<td>Full</td>
<td>$100</td>
<td>$10</td>
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</tbody>
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DOCUMENTED SESSION FEES
(Available with payment of convention registration fee only. Fee includes an entrance ticket and guaranteed seat, on a first-come, first-served basis.)
FLOOR PLAN
February 7–10, 2023
Exhibit Hall C
Colorado Convention Center

EXHIBIT HALL FLOOR PLAN

NASP 2023
ANNUAL CONVENTION

BOOTH PRICING KEY

10’ x 10’ Standard: $1,600
10’ x 10’ Premium: $1,750
20’ x 20’ Premium: $7,000
20’ x 30’ Premium: $10,500

*Please note that NASP reserves the right to adjust the Exhibit Hall floor plan or organizations’ booth assignments in the unlikely event that such changes should become necessary.
CONVENTION ATTENDEE LIST RENTAL

NASP’s pre- or post-convention registrant mailing list rental is available for one-time use by NASP convention exhibitors between October 2022 and June 2023. Specific portions of the list may be identified/rented at a rate of $150/M, with a minimum of 2,000 records per rental. Electronic files will be processed in zip code order unless otherwise specified. A sample of the proposed mailing is required in advance, and NASP reserves the right to deny rental of its list based on material content or appearance. All orders will be emailed, unless otherwise specified. Please allow 10 days for delivery of registrant lists. For more information about renting NASP pre- or post-convention registrant lists, please call Infocus Marketing, Inc., 800-708-7073.

RULES AND REGULATIONS

Exhibiting organizations are responsible for complying with all federal, state, local, and NASP rules and regulations. The regulations herein are incorporated as part of the contract between the exhibiting organization and the National Association of School Psychologists.

SPACE APPLICATIONS/CONTRACTS AND BOOTH ASSIGNMENTS

NASP will accept Exhibit Space Applications/Contracts for priority booth assignment through October 1, 2022. Exhibitors will be given priority points for exhibiting at past NASP conventions (2018-2022) and will earn two points for each year they exhibited and one additional point each year for each booth purchased. Additional points also will be awarded for advertisers (when applicable) and sponsors. Priority points expire after 5 years for exhibitors who do not participate in at least one convention in that time period.

All organizations returning completed Exhibit Space Applications/Contracts and Visa/Mastercard number and expiration date, check, or money order by October 1, 2022, will be assigned booth space on their priority point total, from highest to lowest. In the case of a tie, sponsors will be given priority. All organizations returning completed Exhibit Space Applications/Contracts after October 1, 2022, will be assigned booth space on a first-come, first-served, space-available basis after the priority applications are processed.

Please complete and return your form, including your 1st-6th location preferences, to be included in the priority booth assignment process. Please note that only organizations that submit Exhibit Space Applications/Contracts by December 14, 2022, will be listed in the Exhibitor Admissions section of the NASP 2023 Exhibit Space Application/Contract, see page 7 of this document. We recommend that you access and download the NASP 2023 Annual Convention Exhibit Space Application/Contract, see page 7 of this document or visit the NASP website.

ELIGIBILITY

All products, services, and employment opportunities exhibited at the NASP convention shall be directly related to the NASP mission. In addition, the health and educational competence of children and must be of professional or educational benefit to the National Association of School Psychologists. The exhibitor shall be responsible for fully researching, understanding, and complying with all municipal and state policies and requirements of vendors participating in the NASP exhibition.

ADMISSION TO EXHIBIT HALL

Security will be posted at the hall entrance, and only exhibitors with badges will be admitted during exhibitor set-up or exhibition hours. Exhibitors with badges can be admitted to the Exhibit Hall 1 hour before the exhibition opens each day.

LIABILITY AND INSURANCE

The exhibitor agrees to adhere to and be bound by all applicable fire, utility, and building-code regulations at the exhibition premises. The exhibitor shall be responsible for all other items including, but not limited to, the agreement, NASP will refund that portion of exhibitor fees that it receives for registrations at the time of the NASP convention and must include the name and address of the contractor, NASP’s on-site supervisor in attendance, a certificate of insurance, and a statement that the contractor will comply with all rules and regulations of the NASP organization.

Each exhibitor must be open and staffed during all official show hours. Exhibiting organizations that do not adhere to this NASP policy will have one booth assignment priority point deducted for the following year’s convention or may be excluded from the following year’s show altogether. There will be no exceptions to this NASP exhibition policy.

FEDERAL TAX IDENTIFICATION NUMBERS

Uncarpeted Exhibit Hall booths will not be permitted. All rules above for Linear Booths apply to Perimeter Booths, as well.

Linear Booths: Eight feet (8’) is the maximum height allowance, including signage for the center portion of the back wall.

Peninsula Booth: An Island Booth is any size booth exposed to aisles on all four sides. Rules for Island Booths: An Island Booth usually is a combination of four or more 10’ x 10’ booths, although it may be configured differently. The entire cubic content of the space may be used. Displays of any height are permitted so long as they do not interfere with or obstruct aisles.

Exhibits including audio or video devices must be permitted in the Exhibit Hall during any set-up or dismantle hours. Exhibits or exhibitor activities on or near the exhibit are not allowed. All exhibits or products shall be restricted to 4’ high within 5’ of each aisle and the back wall, permitting adequate lines of sight for the adjoining Linear Booths. Eight feet (8’) is the maximum height allowance, including signage for the center portion of the back wall.

Island Booth: An Island Booth is any size booth exposed to aisles on all four sides. Rules for Island Booths: An Island Booth usually is a combination of four or more 10’ x 10’ booths, although it may be configured differently. The entire cubic content of the space may be used. Displays of any height are permitted so long as they do not interfere with or obstruct aisles.

Guidelines for all Booth Sizes

Depth: All display fixtures, signs, exhibits and displays placed within 10’ of an adjoining exhibit booth must be confined to that area of the exhibit’s space which is within 5’ of the back line.

Height: The Exhibit Hall ceiling height is 30 feet. See the paragraph above for limitations on placement of exhibit booth components.

Side Walls: Side walls cannot exceed 4’ in height, except for the area which is within 5’ of the back wall.

General Guidelines: Exhibit Booth Carpet: The Exhibit Hall is not carpeted; exhibit space which is within 10’ of an adjoining exhibit. Must provide carpet for their own booths. Uncarpeted Exhibit Hall booths will not be permitted. There will be no exceptions to this policy.

All exhibits shall be on the trade show floor and shall be constructed to the standards of the Colorado Convention Center and SMG Carbon Neutral Guidelines as defined by the City and County of Denver, Environmental Sustainability, SMG shall be included in any such policies as additional named insured. In addition, the exhibitor acknowledges that neither the facility, its owners, nor its operators maintain insurance covering exhibitor's property and that it is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance protecting any losses by the exhibitor.

The exhibitor shall be responsible for all other items, including, but not limited to, all risks and responsibilities.

All exhibitors organizing carpet space will be charged a $200 processing fee, and no refunds will be issued for exhibit space cancellations received after December 1, 2022. In the event of cancellations due to acts of God, fire, strike, government regulations, or other causes beyond the control of the parties to the agreement, NASP will refund that portion of exhibitor fees that it receives at the time of the NASP convention and must include the name and address of the contractor, NASP’s on-site supervisor in attendance, a certificate of insurance, and a statement that the contractor will comply with all rules and regulations of the NASP organization.

Each exhibitor must be open and staffed during all official show hours. Exhibiting organizations that do not adhere to this NASP policy will have one booth assignment priority point deducted for the following year’s convention or may be excluded from the following year’s show altogether. There will be no exceptions to this NASP exhibition policy.

NASSP exhibits coordinator Jeanette Rodriguez, by sending a request by email to Jeanette.rodriguez8@gmail.com.
Exhibit Space Application/Contract

NASP 2023 ANNUAL CONVENTION
February 7–10, 2023 • Colorado Convention Center • Denver, CO

PLEASE PRINT CLEARLY OR TYPE ALL INFORMATION. Keep a copy of this form for your records. Fed. Tax ID No. _______________________

Company _______________________
Address _______________________
City __________________ State _____ Zip ________

Contact Name _______________________
Title __________________ Email __________________
Phone __________________ Fax ________

EXHIBIT BOOTH(S)
The Exhibit Hall is not carpeted; exhibiting companies MUST provide carpet for their own booths!

Complimentary Convention Registrations: (Excluding exhibitors who qualify for reduced nonprofit rates.) Exhibiting organizations will receive two complimentary convention registrations for on-site representatives, plus one additional complimentary registration for every additional 10’ x 10’ booth purchased with a maximum of four total. Registration information will be provided in your booth confirmation letter. See Exhibitor Prospectus for further information.

Booth Support: Exhibiting organizations will receive four booth support passes per booth (limit of 10 per company). Details on obtaining booth support passes will be mailed to confirmed exhibitors.

Description of Product/Services: Please submit a description (25 word limit) to be included in the Exhibit Hall Handbook distributed on site. Email the description immediately to Marcia Harvey at mharvey@naspweb.org and include a copy with the contract. There can be no exceptions.

Space applications must be received by 12/14/22, for organizations to be listed in the Exhibit Hall Handbook.

List booth number choices: 1st ______________________ 2nd ______________________ 3rd ______________________ 4th ______________________

5th ______________________ 6th ______________________

10’ x 10’ Standard Booth(s) @ $1,600/booth $ __________ 10’ x 10’ Premium Booth(s) @ $1,750/booth $ __________

20’ x 20’ Premium Booth @ $7,000 $ __________ 20’ x 30’ Premium Booth @ $10,500 $ __________

Booth Total $ __________

I would like my booth to be incorporated within the Recruitment Center section of the Exhibit Hall, if possible.

TAKE-ONE TABLES @ $275/item $ ______________________ (One copy of materials must be submitted with this application.)

Take-One Total $ ______________________

SPONSORSHIPS
Please indicate whether you would like to be called to discuss sponsorship opportunities and the benefits available to sponsors. Yes ______ No ______

This contract for the above listed activities in conjunction with the NASP 2023 Annual Convention constitutes the applicant’s agreement to abide by the guidelines and regulations included on this form and in the Exhibitor Prospectus.

Authorized Cardholder’s Signature ______________________
Date ____ / ____ / ________

For information about booth assignments, please email Exhibits Coordinator Jeanette Rodriguez at jeannette.rodriguez8@gmail.com.

Payment may be made by VISA/MasterCard, check, or money order. Checks and money orders must be drawn on a U.S. bank, in U.S. dollars and made payable to “NASP.” Please mail your completed contract and your VISA/MasterCard number and expiration date, check, or money order via the U.S. Postal Service to: NASP 2023 Convention, P.O. Box 79469, Baltimore, MD 21279-0469. FedEx, UPS, etc. are not accepted at P.O. Boxes.

Please note that NASP is unable to accept purchase orders.

BOOTH TOTAL $ ______________________

TAKE-ONE TABLE TOTAL $ ______________________

CONTRACT TOTAL $ ______________________

(Payment in full due with contract.)

State Sales & Use Tax ID# ______________________
City Tax ID# ______________________
Check Number ______________________ Check Date ______________________
Credit Card Number ______________________

VISA or MasterCard Exp. Date ______________________

Name as it appears on credit card ______________________

NASP cannot accept American Express or purchase order payments. $100 cancellation processing fee. No refunds for cancellations on exhibit space rental after December 1, 2022.

Payment may be made by VISA/MasterCard, check, or money order. Checks and money orders must be drawn on a U.S. bank, in U.S. dollars and made payable to “NASP.” Please mail your completed contract and your VISA/MasterCard number and expiration date, check, or money order via the U.S. Postal Service to: NASP 2023 Convention, P.O. Box 79469, Baltimore, MD 21279-0469. FedEx, UPS, etc. are not accepted at P.O. Boxes.

Please note that NASP is unable to accept purchase orders.
STAY TOP-OF-MIND FOR SCHOOL PSYCHOLOGISTS

Whether you’re hoping to introduce a critical product or service, recruit for vacancies in your district, or attract graduate students to your program, the NASP 2023 Annual Convention is the perfect outlet to reach 5,000+ graduate students, faculty, and practitioners. Don’t miss your chance to be first on their list when a need arises. Common exhibitors include:

- Book Publishers
- Graduate Preparation Programs
- Insurance Providers
- Professional Associations/Organizations
- Publishers of Therapeutic Tools, Software, Supplies, and Curricula
- Research Centers
- School Districts
- Staffing Services
- Test Publishers
- Treatment Centers/Service Providers

CONVENTION SPONSORSHIP OPPORTUNITIES

Sponsorship gets you noticed! Convention sponsorship offers unique marketing opportunities that provide increased visibility to convention attendees. Sponsors also will be recognized in the digital Final Program; Exhibit Hall Handbook; the convention page of the NASP website; and on-site convention signage. Numerous sponsorship opportunities affording various forms of recognition are available.

To access and download a list of the NASP 2023 Annual Convention sponsorship opportunities, visit www.nasponline.org/conventions. For additional information about sponsorship opportunities, call or email NASP Manager of Meetings Cheri Gainor at 301-347-1673 or cgainor@naspweb.org.

FUTURE NASP CONVENTIONS

February 14–17, 2024
New Orleans Marriott and Sheraton New Orleans
New Orleans, LA

February 18–21, 2025
Washington State Convention Center Summit
Seattle, WA

February 24–27, 2026
Hyatt Regency Chicago
Chicago, IL

February 23–26, 2027
Charlotte Convention Center
Charlotte, NC

February 22–25, 2028
Salt Palace Convention Center
Salt Lake City, UT

For more information about the NASP 2023 Annual Convention, please call NASP Manager of Conventions Marcia Harvey, 301-347-1667; email her at mharvey@naspweb.org, or go to www.nasponline.org/conventions.