



# 2018 AAD Annual Meeting

## San Diego, California

### February 16-20, 2018

SAN DIEGO CONVENTION CENTER

## BOOTH SPACE IS SOLD OUT

Booth space at 2018 AAD Annual Meeting in San Diego, CA is sold out. If you'd like to be added to the exhibitor wait list, please follow the directions below.

- Complete the 2018 Exhibit Space Application and Contract.
  - If you require a receipt of delivery, please use signature guarantee or Express Mail service.
  - Your application will be added to the wait list in the order in which it is received. **Please do not call or email Academy staff regarding the status of your application. Staff will contact you if space becomes available (see procedures listed below)**
- IMPORTANT:** In the event a booth is cancelled between now and January 2018 and you are next on the wait list the following steps will be taken:
- AAD staff will call and email the primary contact
  - If the contact does not answer, a voicemail or message will be left
  - You will have 24 hours to respond and accept or decline the booth
  - You will be called regardless of the available booth size
  - If you decline the booth, you forfeit your position on the waitlist and we will move onto the next company on the wait list.

## PREVIOUS EXHIBITING COMPANIES

Applicants who have exhibited at a previous Academy Meetings can submit their application online at <http://show.aad.org/annual18/ec/forms/exhibitor/login.aspx> by logging in with their company name and exhibitor id.

## FIRST TIME EXHIBITORS

Applicants who have either never exhibited at an Academy Meeting or have not exhibited in the past 3 years must complete the review process, conducted by the Assistant Secretary- Treasurer, prior to assignment of exhibit space. An applicant who has exhibited must complete the review process only if there has been a material change in circumstances relating to its company (e.g., a change in ownership, control, or legal status) or in the nature, name, composition, products, labeling, or regulatory status of the products and services to be exhibited.

The materials required for review are the following:

- Company profile. The information should include a copy of the company's filed Articles of Incorporation or W9, company history, mission statement, management team bios, and advisory/board of directors listing if applicable
- The products and/or services the company plans to exhibit (i.e. product brochures or literature)
- Documentation of FDA filing status (if applicable) or acknowledgement of compliance with FDA policies
- Exhibitors must disclose details on any consumer or government litigation, orders, injunctions, judgments or settlements over the last three years regarding the business practices of the company or the products and services to be exhibited. Companies with multiple complaints filed against them with state or federal consumer affairs regulatory agencies, the Better Business Bureau, or Academy members may be required to provide an explanation of the resolution of those complaints.

Exhibitors shall not exhibit any products or services other than those included in their Space Application/ Contract or approved in writing by the Academy.

Successfully completing the Exhibit Review Process does not guarantee that you will be assigned booth space. The Academy meetings consistently sell out of exhibit space and maintain waiting lists. Academy exhibit space is selected in priority point order by exhibitors that have a history of exhibiting at the Academy meetings.

[Click here to download the Space Application](#)

[Click here to download the Technical Exhibitor Prospectus](#)