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**Announcement of the 43rd Meeting of the
American Society of Primatologists
Exhibitor Information**

**May 28-31, 2020
Denver, Colorado**



The 43rd annual meeting of the American Society of Primatologists will be held from May 28-31, 2020 in Denver, CO. The meeting will be held at the Sheraton Denver Downtown Hotel. Standing committee meetings will begin meeting at 1:00 p.m. on Thursday, May 28 and the opening reception will be held that evening. The scientific meeting will begin at 8:00 a.m. on Friday, May 29 and the meeting will close with the traditional banquet on Sunday, May 31.

ASP is a multidisciplinary association of approximately 700 professionals and students whose work is focused on nonhuman primates. In recent years, our meetings have attracted 250-400 registrants. Our members include students, technicians, veterinarians, geneticists, psychologists, physicians, neuroscientists, anthropologists, zoologists, conservation biologists, and ethologists, mainly from universities and research facilities throughout North America. Both laboratory and field scientists are active members of this society, so there is great interest in research and biomedical instrumentation, data acquisition and analysis equipment and programs, tracking and recording equipment, books, journals and other information resources, enrichment devices, housing environments, diets, etc.

It is our hope that you will contribute to the success of our meeting by exhibiting materials from your organization. The conference activities will take place in the meeting rooms of the Sheraton Denver Downtown. Exhibitors will be assigned space in the designed exhibit area, which will be in a well-travelled area near all conference activities, including poster sessions, refreshment tables for morning coffee, and the silent auction fundraiser. All other scientific sessions for the conference are in the adjacent meeting rooms. Attendees will be free to examine the exhibits at their leisure from Thursday through Saturday.

If you are interested in exhibiting materials at our meeting, please fill out the exhibitor's registration form (enclosed) and email/send it to me, along with the appropriate fee, by April 15, 2020. (You may also register online at ASP.org). If you have additional questions about the meeting, either now or at any time before the meeting takes place, please feel free to contact me. Finally, if you are unable to exhibit materials for our meeting, but wish to offer support for the ASP, we ask that you consider a donation to our organization. Donors will be specially recognized in the program materials.

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Justin A. McNulty'.

Justin A. McNulty, MLAS, CPIA, RLATG
Meeting Advisor, American Society of Primatologists

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ASP Meeting Advisor: Justin A. McNulty, MLAS, CPIA, RLATG
Meeting Advisor, ASP
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Austin, TX 78704
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Exhibitor’s Fees: Exhibitor’s fees and sponsorship information is shown below. Fees include one (1) skirted table (8’ long), two (2) chairs, and one (1) tabletop sign with your organization’s name/logo (if provided by April 15, 2020) for most of four days (Thursday afternoon, Friday, Saturday, and Sunday). Sorry, no one- or two-day rates or half-table rates. Exhibition of merchandise will be allowed only within the designated area and only by individuals registered as exhibitors. Wall and floor outlets are not part of the display space. If you will require electricity, please contact Justin McNulty for additional information.

Level	Description	Cost	Benefits
Donor – not attending	No items to exhibit	TBD	Acknowledgment in Opening Remarks and Business Meeting
Exhibitor – not attending	Shared table space	\$275	Material provided by vendor will be available for examination by participants.
Exhibitor – non-profit	Exhibition table	\$375	Acknowledgment in Opening Remarks and Business Meeting Exhibit space includes table.
Exhibitor – for-profit	Exhibition table	\$575	Acknowledgment in Opening Remarks and Business Meeting Exhibit space includes table.
Morning or Afternoon Break Sponsor	Morning or afternoon coffee breaks offered in the Ballroom area.	Starting at \$1000. Contact J. McNulty for fee information	Sign posted during break Acknowledgment in Opening Remarks and Business Meeting Exhibit space includes table.
Poster Session Sponsor	Bar with hors d’oeuvres.	Starting at \$1500. Contact J. McNulty for fee information	Sign posted during event. Acknowledgment in Opening Remarks and Business Meeting Exhibit space includes table.
Reception or Banquet Cocktail Sponsor	Receptions to give participants a chance to visit and network. Bar with hors d’oeuvres.	Starting at \$2500. Contact J. McNulty for fee information	Sign posted during event. Acknowledgment in Opening Remarks and Business Meeting Exhibit space includes table.

Registration Fees: All exhibitors must be registered for the meeting, and as such, are invited to the opening reception, breaks, evening receptions, all scientific sessions, and the banquet. See Exhibitor Registration Form for the fee schedule. Registration fees are not refundable.

Non-attending exhibitors: There is a nominal fee for shared table space for the display of non-attended items (maximum 15 items). The Local Arrangements Committee will set up your display and monitor it on a regular, but not continuous, basis. Display items will not be returned, but will be donated to the Denver Zoo.

Equipment Rental: If you need a computer, monitor, phone line, Internet connection, screen, etc. please contact Matt Hahn at PSAV directly. A pricing sheet with instructions and contact information is included. To guarantee equipment availability and advance rate, your order form must be received by PSAV 21 days prior to the meeting.

Set-up: You may set up your display beginning at 10:00 a.m. on Thursday morning (May 28). Displays must be completely dismantled by 4:00 p.m. on Sunday afternoon (May 31). Exhibits may be visited from 8 a.m. through 6 p.m. each full day and during poster sessions in the evening.

Shipping/Storage: All shipping and handling is through [Penfield's Business Center](#). It is the sole responsibility of the exhibitor to work with Penfield's regarding any shipping, receiving and/or handling of any materials or items for the meeting. Please contact Penfield's Business Center for confirmation and additional information.

Taxes and Fees: If you plan to sell merchandise at the meeting, you will need to comply with all local licensing laws and taxes. It is your responsibility to determine how to comply with these laws.

Accommodations: Accommodations will be available at the Sheraton Denver Downtown Hotel, the site of the meeting. Rates and further details are available on the ASP website (www.asp.org/meetings).

Promotion of your Support: The American Society of Primatologists is extremely grateful for your support of our Society and annual meeting. Please provide a company logo and a short "tweetable" blurb about your company and ASP will promote your sponsorship via ASP's official twitter account [@ASPvoice](#). Your company logo will also be conspicuously displayed at the meeting venue.

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If you are a non-attending exhibitor, you must register using this form. If you are an attending exhibitor, you may register using this form or online at <https://asp.org/meetings/conference.cfm>.

Name (as it will appear on name tag):	
Affiliation (as it will appear on name tag):	
Address:	
Email:	
Phone:	

By submitting this registration form, you agree that you have read & will abide by the Acceptable Behavior Policy at the meeting.

Registration Fees (fees are NOT refundable)

Note: Registration includes coffee breaks, receptions, and the banquet

Indicate		Early Bird (before 18-Jan-20)	On-Time (before 20-May-20)	Late/On-Site (after 21-May-20 or at the meeting)
	ASP Member Registration Fee	\$410	\$485	\$560
	Non-ASP Member Registration Fee	\$535	\$595	\$670

Exhibition Fees (fees are NOT refundable)

Indicate	Description	Fee
	<u>Donor</u> I cannot attend, but would like to make a donation in support of the society.	Indicate donation amount below.
	<u>Exhibitor – not attending</u> I cannot attend, but would like to send relevant materials (maximum 15 items) for display on a shared table. I understand that the materials will not be returned to me.	\$275.00
	<u>Exhibitor – non-profit</u> My organization is non-profit.	\$375.00
	<u>Exhibitor – for profit</u> My organization is for profit.	\$575.00
	<u>Morning or Afternoon Break Sponsor</u> There are up to five opportunities available to sponsor morning and/or afternoon coffee breaks	Contact J. McNulty for fee information.
	<u>Poster Session Sponsor</u> There are two opportunities available to sponsor food and/or beverages.	Contact J. McNulty for fee information.
	<u>Reception or Banquet Cocktail Sponsor</u> There are up to five opportunities available to sponsor food, beverages, and/or entertainment at these social events.	Contact J. McNulty for fee information.

Amount Enclosed:

Registration Fee	+	Exhibition Fee	+	Donation	=	Total
	+		+		=	

If paying by check or money order, please make checks payable to “American Society of Primatologists (ASP)”
 If paying by credit card, please complete the following:

**Credit Card Authorization Form
 (Visa, Mastercard, or Discover only)**

Card Number:	
Expiration Date:	
CVV (security code):	
Registration Fee, Exhibition Fee, and/or Donation:	
Voluntary Contribution to cover processing fees (3.5%):	
Total to charge to credit card:	
Name on Credit Card:	
Billing Address of Credit Card:	
Authorizing Signature:	

Please send all relevant forms and your payment to (if not registering online):

*Justin A. McNulty
 ASP Meeting Advisor
 708 Limon Ln.
 Austin, TX 78704
 206-391-3677 (mobile)
justinmcnulty@gmail.com*



AUDIOVISUAL EXHIBITOR SERVICES

NAME OF CONFERENCE		START DATE:	END DATE:	# EVENT DAYS
COMPANY NAME	ONSITE CONTACT NAME		BOOTH #	
STREET ADDRESS	CITY	State	ZIP CODE	
TELEPHONE NUMBER	DELIVERY DATE	DELIVERY TIME		
EMAIL ADDRESS	PICKUP DATE	PICKUP TIME		
ORDERED BY:				

For special requests or additional equipment, please call PSAV at 303-352-2469. Email completed form to 3756exhibits@psav.com. Once the form is received, a PSAV representative will contact you for payment information.

PRICES ARE FOR EXHIBIT FLOOR ONLY. ALL RENTAL PRICES SUBJECT TO A 15% MARKUP IF ORDERED DAY OF.

Prices listed charged per event		
MONITORS	QTY	Price
24" Monitor with Table Stand		\$344.29
32" Monitor with Floor Stand		\$525.49
42" Monitor with Floor Stand		\$887.90
55" Monitor with Floor Stand		\$1,166.67
80" Monitor with Floor Stand	Contact PSAV for a Quote	

VIDEO/DATA DISPLAY	QTY	Price
Laptop		\$348.47
USB Media Player		\$97.57
LCD Projector	Contact PSAV for a Quote	

CUSTOM ITEMS	QTY	Price
Laptop Sound		\$337.50
Uplight		\$132.41
Speaker Phone		\$368.26

Price listed charged per event		
EXHIBITOR POWER PACKAGE	QTY	Price
120V - 10 AMP		\$278.64
Includes Power Strip Extension Cord		
Includes Tax and Service Charge		
INTERNET ACCESS	QTY	Price
Wired Internet Connection		\$200
Wireless Internet Connection		\$100
Dedicated Bandwidth	Contact PSAV for a Quote	

SPECIAL REQUESTS

* Pricing is inclusive of tax,
service charge, & LDW
*Labor charges may apply

To guarantee equipment availability and advanced rate, this order form should reach us 21 days prior to delivery.

Operator labor, if requested, is subject to the prevailing hourly rate with a 5 hour minimum.

TAX EXEMPT STATUS: If you are exempt from payment of sales tax, we require you to forward and exemption certificate for the state which the services are to be provided.

Cancellations: Cancellations received within 48 hours of the scheduled delivery date are subject to a 50% fee applicable to equipment and tax. Cancellations received on the day of scheduled delivery or "no shows" are subject to the full amount of the order to include installation, drayage, and tax.

Signature: _____ **Date:** _____