



AASECT Annual Conference Exhibitor & Sponsor Information **June 5 – June 8, 2025, at the JW Marriott Las Vegas Resort & Spa**

Thank you for your participation in the [2025 AASECT Annual Conference](#)! We are grateful for your support and looking forward to coming together in Las Vegas to celebrate our community.

Meeting Venue

Hotel reservations in the AASECT Room Block are available on a first-come first-served basis. Choosing to stay at the iconic [JW Marriott Las Vegas Resort & Spa](#), ensures you're just steps away from all conference events, allowing you to fully immerse yourself in the AASECT Annual Conference experience.

Exhibit Area

All table-top exhibits will be in Valencia Ballroom. There will not be pipe-and-drape, and the floor will be carpeted. AASECT reserves the right to select booth locations in exhibit areas. Only a pull up banner/sign or tabletop display will be allowed (4' maximum width). No structure larger than this will be permitted. Nothing may be attached to the hotel walls.

Age Requirement: 18+

We require that conference attendees and exhibitors be adults aged 18 and above. This program is designed for mature audiences, and minors under the age of 18 are not permitted to attend. This policy is in place to ensure the appropriate content and atmosphere for all attendees, as well as compliance with legal regulations regarding minors at such events.

Note: Our vendor/exhibit space is in a public area where hotel guests, hotel staff and other guests may be present. All exhibit materials must be appropriate for all ages and the general public. We appreciate your understanding and cooperation.

Exhibitor Set-Up

Set-up will begin on Thursday, June 5, 2025, at 1:00 PM and must be completed by 5:00 PM.

Exhibit Hours:

Thursday, June 5

8:00 PM - 9:30 PM | Location: Valencia Ballroom

Note: The Welcome Reception will take place during these hours in the Exhibit Hall. All vendors are invited to be at their tables to connect with attendees in a relaxed, social setting.

Friday, June 6

7:30 AM – 5:30 PM | Location: Valencia Ballroom

Saturday, June 7

7:30 AM - 4:00 PM | Location: Valencia Ballroom

Exhibitor Move Out

Move-out will begin on Saturday, June 7, 2025, at 4:00 PM and must be completed by 6:00 PM. Exhibitors may begin dismantling displays at 4:00 PM on Saturday, June 7, 2025. We encourage exhibitors not to dismantle or remove your booth materials before that time.

If you have any questions regarding your exhibitor or sponsorship package, please contact Carla Fuqua – conference@aasect.org.

Exhibitor Logo & Description

To have your organization acknowledged on our website, conference mobile app and on-site signage, please send the following to conference@aasect.org as soon as possible but no later than **May 1, 2025**:

- Company Logo: 500px wide 72dpi or higher PNG, or an EPS vector file of any size
- 50-word description of your organization for our website and mobile app
- Link to your organization's website, Facebook, Twitter, and LinkedIn (if applicable)

Exhibitor Shipping Information

Shipping To Hotel

Exhibitors are responsible for arranging the shipment of their own meeting freight to the event venue. Additionally, please note there will be handling fees associated with any freight received on-site and will be charged to either your room folio and/or you may pay via credit card if you are not staying at the Marriott.

Due to the hotel's limited on-site storage capacity, we kindly request that items be shipped no more than three (3) business days before the scheduled start date of your event/arrival (June 5).

Outgoing freight must be picked up by the following day after load-out.

*All **large** shipments must be palletized and shrink-wrapped to be accepted by JW Marriott Las Vegas.*

Receiving Dock Hours of Operation:

Monday through Friday | 6:00 a.m. to 3:00 p.m.

Saturdays | 6:00 a.m. to 2:00 p.m.

Sundays and Holidays | Closed

Shipping Handling Charges

0 to 1 lbs. - \$10.00

10.1 to 20 lbs. - \$20.00

20.1 to 30 lbs. - \$25.00

30.1 to 40 lbs. - \$30.00

40.1 to 50 lbs. - \$40.00

50.1 to 70 lbs. - \$50.00

70.1 to 100 lbs. - \$75.00

100+ lbs. - \$250.00

Pallet Charge - \$400.00

*The above rates do not include skidding, un-skidding, shrink wrapping, or in-house movement. Labor charges may apply. Please contact conference@aasect.org if you need additional information.

Shipping Address Label

JW Marriott Las Vegas

Attn: Bobbi Stirek

221 N Rampart Blvd.

Las Vegas, NV 89145

PLEASE HOLD FOR: **(Contact Name & Company Name)**

Group: **(AASECT)**

Dates: **(June 5-8, 2025)**

*Please be sure to include the sender's name and phone number.

Please attach a secondary label to each box of your shipment that clearly displays:

- Booth Attendee Name & Exhibitor Organization Name
- Label all boxes: EXHIBIT MATERIALS
- Number all boxes: Box ___ of ___

Shipping From Hotel

Special Note: Outgoing freight must be picked up by the following day after load-out.

Please come equipped with preprinted UPS or FedEx labels for your return shipments.

Exhibitors are expected to affix labels and securely seal boxes before leaving the hotel.

At the end of the day, please place your box(es) on top of your tables. If your returned boxes are being shipped via UPS or FedEx, please contact UPS or FedEx for a pick-up.

If you have arranged for a carrier to pick up your return freight, you must schedule that yourself and be onsite to handle payment.

Please note there will be handling fees associated with any returned freight shipped out via the Hotel – which will be charged to either your room folio and/or you may pay via credit card if you are not staying at the Marriott.

AASECT is not responsible for any handling fees imposed by the hotel. AASECT is not responsible in any way for any shipping costs for you to display or advertise at the conference. All materials handling, delivery, packing charges or actual transportation/ shipping charges are the sole responsibility of the shipper to the hotel and not AASECT.

Tote Bag Insert

Shipping Instructions

Please email conference@aasect.org to get a more accurate count of how many tote bag inserts to send **after May 1, 2025.**

- Please ship TOTE BAG INSERTS to arrive at the conference hotel no later than **Tuesday, June 3, 2025.**
- Tote bag inserts that arrive later than **Tuesday, June 3, 2025,** will not be included in the attendee tote bags. The paper should be no larger than 8-1/2" w x 11" h.
- No refunds will be given for late arrivals.
- Quantity: 700

Please address Tote Bag Insert shipments exactly as follows:

Shipping Address Label

JW Marriott Las Vegas

Attn: Bobbi Stirek

221 N Rampart Blvd.

Las Vegas, NV 89145

PLEASE HOLD FOR: Carla Fuqua/Hotel Guest

Group: **AASECT Conference | Tote Bag Insert**

Dates: **(June 5-8, 2025)**

**Please be sure to include the sender's name and phone number.*

Please attach a secondary label to each box of your shipment that includes:

- Organization's Name
- Label all boxes: TOTE BAG INSERT
- Number all boxes: Box ___ of ___

Banner Displayed in Exhibit Hall

If you have purchased a banner in the exhibit hall, please ship Banner to arrive at the conference hotel no later than **Tuesday, June 3, 2025.**

- Banner must be a pull-up standalone banner – no larger than 78' X 33'

Advertising Information

Mobile App Details: Community Brands

If you have purchased a banner ad in the conference mobile app, please send the following to conference@aasect.org as soon as possible but no later than **May 1, 2025**:

Specs:

- 70-character ad message
- Graphic: 600px x 100px (.jpg or .png)
- Link URL

30 Second Commercial

If you have purchased a sponsorship that has a 30 second commercial, please send the following to conference@aasect.org as soon as possible but no later than **May 1, 2025**.

Resolution: Video resolution for the commercial must be high-resolution (MP4 file) AASECT reserves the right to suggest advertisement edits.

Security

The exhibits are accessible to the public, and security will be provided during off Peak hours. Please take care to secure your valuables, as neither AASECT nor the hotel can assume responsibility for damage, loss, or theft of property.

Internet & A/V Equipment

Meeting Wi-Fi will be provided, but if you need power or a hardline for a demo presentation, please contact Steve Pampinella at Steve.pampinella@conferencedirect.com to order no later than May 1, 2025.

Steve will also be your point of contact if you need to rent any additional audio-visual equipment/services (i.e., laptops, etc.).

Bookstore

This year we are hosting a bookstore at the conference! Don't miss this opportunity to shine a spotlight on your book at our Conference Bookstore. [Submit](#) your book today and join us in celebrating the joy of reading and learning! Please reach out to Bill at bill@sexedlectures.org for more information on how to showcase your book or visit our website.

Registration

If your exhibitor package includes registration, please do not forget to register yourself with your promotional exhibitor code. If you did not receive this code by April 1, please email conference@aasect.org for your unique code to register.

Lead Retrieval

To learn more about our lead retrieval options and pricing, visit [this website](#). When ordering, please enter '0000' as your booth number for the time being, as those have not been assigned yet.

Exhibitor Liability Insurance

Exhibitor Liability Insurance Program

We strongly encourage all exhibitors to consider purchasing comprehensive exhibitor insurance for their participation in our trade show. This coverage can provide valuable protection against unforeseen circumstances, potential liability claims, and property damage. Exhibitor insurance offers peace of mind, allowing you to focus on showcasing your products and services without worrying about unexpected risks. It's a smart investment that can safeguard your business interests and enhance your overall trade show experience.

If you do have insurance, or you would rather not use your own insurance, we have set up a program with Rainprotection Insurance through which, you can purchase compliant insurance instantly online.

Benefits of using this program:

- No Deductible – unlike your corporate policy, Rainprotection's policy has no deductible. Should there be a claim, you will have no out of pocket costs and your future rates will not go up since you would not need to submit a claim on your policy.
- No Hassles – you will not need to go back and forth with your broker adding additional insureds and making your insurance compliant with show requirements.
- Coverage for exhibitors who do not have an existing policy.
- Easy and Inexpensive to purchase instantly online.
- Already pre-filled with all the proper show information.
- Submitted to show management for you - Once purchased, they automatically receive a copy.

Make This Process Simple - Purchase Your Insurance Now and Forget About It

Click the link below to purchase your Liability Insurance for \$99 (Plus any applicable taxes)

[https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=%7CL8qE5Mg7qc\\$](https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=%7CL8qE5Mg7qc$)

Questions

In the upcoming weeks leading up to the meeting, we will email you with any updates. If you have any further questions, please contact us at conference@aasect.org.

Thank you for your partnership and we look forward to meeting you in Las Vegas!