



Exhibitor, Hospitality, and Meeting Space Events

Suites and meeting function rooms in official conference hotels may be reserved only by registered meeting attendees and current exhibitors through the Meeting Services Department. Registered attendees and current exhibitors may use suites for lodging or hospitality events only and may not use such suites and meeting room space for product sales or equipment promotion. Violation of this policy by an individual and/or a company will be assessed a fee equal to the cost of a booth and will be restricted from attending or exhibiting at future conferences and expositions with APTA.

Hospitality suites and/or entertainment activities are not permitted to operate during hours when the Exhibit Hall is open or when official conference programming and special events are taking place.

Suite Request: In order to reserve a suite for the 2013 APTA Conference and Exposition, please contact the APTA Registration & Housing Center at aptahousing@jspargo.com to request a suite reservation form. **Note:** All suite requests must receive APTA approval before the reservation is confirmed.

Information regarding meeting function space may be obtained by contacting APTA's Meeting Services team. All activities on or off site involving registered attendees must be approved in advance. Visit www.apta.org/Conference to request space.

All requests must be made in writing and should be submitted to APTA.