We invite you to participate in the Book Exhibit, advertise in the Program or conference bags, or sponsor an event at the 2016 annual meeting of the International Association of Forensic Mental Health Services, at John Jay College, New York City. We anticipate approximately 500 participants, both domestic and international.

Why Exhibit/Advertise? The members of IAFMHS represent a highly educated market that influences health care delivery, research, higher education, and law. They buy and develop the products and services you deliver. Psychologists, psychiatrists, social workers, nurses, and mental health professionals from around the world will attend this meeting. There will also be a large student population in attendance.

Exhibitors will have the option of choosing to have a display table for one, two, or all three days of the conference.

Exhibit Hours
- Tuesday, June 21st 9:00 AM - 5:00 PM
- Wednesday, June 22nd 9:00 AM – 5:00 PM
- Thursday, June 23rd 9:00 AM – 5:00 PM

Installation of Exhibits
- Tuesday, June 21st 7:00 am – 9:00 AM

Assignments of Space
Applications for exhibit space must be made on the form enclosed. Exhibitors with affiliations to parent companies who desire space together should submit the applications together. Priority of space assignment will be based on the date and time the application is received. Exhibit booth payment can be made by check or credit card. A deposit of $200 should be enclosed with application.

Acceptance of Exhibits
The IAFMHS Local Organizing Committee will determine whether an exhibit is deemed appropriate. First time exhibitors should include a sample brochure. Unethical conduct or infraction of rules on the part of the exhibitor will subject the exhibitor to dismissal from the exhibition area, in which event it is agreed that no refund shall be made by IAFMHS, and, further, that no demand for redress will be made by the exhibitor.
Exhibit Booth
Table top booths (includes 6' table, 2 side chairs, wastebasket)

Attendee Packets
As a courtesy to our exhibitors, the normal fee will be waived for placing a flyer or other promotional material in each attendee’s packet.

Operating Exhibit
Soliciting or demonstrating by an exhibitor must be confined to the exhibitor’s own booth/table. Exhibitors may not assign, sublet, or apportion any part of the space allotted to them.

Order taking by exhibitors accepting checks or credit cards is permitted, provided all transactions are conducted in a manner consistent with the scholarly and professional nature of the meeting. Cash transactions are discouraged.

Liability
The exhibitor/advertiser, upon contracting to exhibit/advertise, expressly releases IAFMHS or any of its officers, directors, employees, or committee members from any responsibility or liability for any injury, loss, or damage that may occur to the exhibit or the exhibitor’s employees during, or subsequent to the period covered by the contract.

Cancellation/Refund
Fifty percent refund for cancellations received prior to April 1, 2016. No refunds after April 1, 2016.

Shipping
Instructions for shipping your display to the College will be sent after reservations are made. Please do not send materials to the IAFMHS Central Office. For questions, contact Patricia Zapf: patricia.zapf@gmail.com or by phone: 212-866-0608.

Contractual Agreement
It is agreed that the exhibitor will abide by the rules and regulations of the annual meeting of IAFMHS before, during, and after the exhibit, and by other reasonable rules considered necessary by the hotel, provided that these rules do not materially alter the exhibitor’s contractual rights.
Application for Exhibit Space
IAFMHS Annual Conference
June 21-23, 2016, John Jay College of Criminal Justice
524 W. 59th Street, NYC, NY 10019

Exhibit Booth/Table Space

1. Tabletop booth: $250 per booth full day (Tuesday, Wednesday, Thursday).
2. Total number of booths requested: ________________________
3. Days booth requested (Tues/Wed/Thurs): ____________________
4. Company ___________________________________________ City/State/Zip ______________________
5. Representative’s contact info: ________________________________
6. Principle products to be displayed (first time exhibitors, please enclose a sample brochure):

B. Please provide a 40-word description of the exhibit (to appear in conference program)

C. Payment – Down payment of $200 is enclosed for exhibits. Balance due by April 1, 2016.
   1. Payments should be made out to IAFMHS and sent to: Kevin Douglas, IAFMHS, Department of Psychology, Simon Fraser University, 8888 University Drive, Burnaby, BC, Canada V5A 1S6. Fax form to 801-846-0608 or email to patricia.zapf@gmail.com
   2. Credit card payment: Visa/MC/Discover/AMEX (circle one)

Account Number ___________________________ Exp: ______ Sec Code ______
Name on Card: ________________________________
Billing Address ____________________________________________
Amount: $__________ Signature: ________________________________

D. Agreement and Signature

In making this application we agree to conform to the exhibit regulations of the annual meeting of the International Association of Forensic Mental Health Services. It is mutually agreed that all regulations shall be interpreted by the IAFMHS Local Organizing Committee, and the parties hereto shall be bound by such interpretation.

Name of Company: ______________________________________
Name of contact authorized to sign: ____________________________
Signature: ______________ Title: _______________________________
Mailing Address: _________________________________________
City/State/Zip/Country: ______________________________________
Federal Tax ID# or SS#: _________________________________
Tel: ______________ Fax: ______________ Email: _______________
Web Address _____________________________________________ Date: _____________ , 20___

For IAFMHS Use Only

Cost of Exhibit $ __________________ Balance Due $_______________
Deposit Received __________________ Date/Check # __________________
Date/check # __________________ Confirmation Sent: ________________
# 2016 IAFMHS Conference Promotional Opportunities

**Take-One Brochure Table** – For the benefit of those who do not, or cannot, rent a booth exhibit, a Take-One Brochure Exhibit/Table for the distribution of free brochures and other material is available. Pamphlets, brochures, leaflets, cards, magazines, etc. will be displayed prominently so that those visiting can help themselves. This will be for paid Take-One Exhibitors ONLY. Other materials will be removed. A one-time fee of $100 will be charged for this service. *Unused materials will not be returned.*

**Conference Program** Advertising - This year we will have space for business advertisements in our conference program, which will be given to all conference attendees. Below is the list of advertisement sizes and costs. Placement of ads will be given on an availability basis. If you want to place an advertisement in the IAFMHS Conference Program for the 2016 conference, please send your camera ready ad materials and payment to Patricia Zapf by April 30, 2016.

- Back outside cover $1,000 USD
- Front inside cover $750 USD
- Back inside cover $650 USD
- Full page (8 x 10.5 in.) $500 USD
- Half page (8 x 5 in. horz.) $250 USD
- Quarter page (4 x 5 in. vert.) $150 USD

**For more information, please contact:**
Patricia Zapf, PhD
Conference Co-Chair
5668 FishHawk Crossing Blvd, #306
Lithia, FL 33547
E-mail: patricia.zapf@gmail.com

**Attendee Packets**
To place a flyer in an attendee’s packet, please contact Patricia Zapf—patricia.zapf@gmail.com. **Price is $250 per item unless vendor is also advertising elsewhere.** If vendor is exhibiting (other than the Take-One table) or advertising in the program at the half page level or higher, **this fee is waived.**

**Sponsorship**
We also welcome sponsorships to defray costs of meeting materials, catered events, audio-visual, etc. Please see the attached flyer for sponsorship options. Contact Patricia Zapf for details.
Application for Program Advertising

June 21-23, 2016 – New York City

IAFMHS Annual Conference

IAFMHS is hereby authorized to reserve space for advertisement in the IAFMHS conference program. Camera ready proofs due by April 30, 2016.

E. Take-One Exhibit/Table  $100

F. Program Advertising:
   - Back outside cover  $1,000
   - Front inside cover  $  750
   - Back inside cover  $    650
   - Full page (8 x 10.5 in.)  $    500
   - Half page (8 x 5 in. horz.)  $    250
   - Quarter page (4 x 5 in. vert.)  $    150
   - Leaflet Space (in packet)  $250 (unless advert.)
     (Include Sample)
   TOTAL  $________

G. Payment: Full fee enclosed for advertising.
   1. Payment should be sent to:  Kevin Douglas, IAFMHS, Department of Psychology, Simon Fraser University, 8888 University Drive, Burnaby, BC V5A 1S6 Canada. Fax form to 801-846-0608
   2. Credit card payment: Visa/MC/Discover (circle one)
      Account Number____________________________ Exp:_____
      Name on Card:________________________________________
      Billing Address_____________________________________
      Amount:$_________ Signature:__________________________

H. Agreement and Signature

In making this application we agree to conform to the advertising regulations of the annual meeting of the International Association of Forensic Mental Health Services. It is mutually agreed that the IAFMHS Local Organizing Committee shall interpret all regulations and the parties hereto shall be bound by such interpretation.

Name of Company:________________________________________

Name of contact authorized to sign :___________________________

Signature:_________________________________________ Title:_________________________

Mailing Address:_________________________________________

City/State/Zip/Country:_____________________________________

Federal Tax ID# or SS#:_____________________________________

Tel:_________________________ Fax:________________________ Email:_____________________

Web Address:_________________________________________ Date:________________________

For IAFMHS Use Only

Cost of Space/Ad $__________________ Date/check #__________________

Payment Received__________________ Confirmation Sent:__________________