

2024 Vendor Partner Exhibits at APIC DFW Monthly Meetings

APIC DFW would like to thank our Vendor Partners for your generous support. The chapter will be returning to in-person monthly chapter meetings beginning January 2024. Chapter Members will have the option to attend in-person or virtually. All 2024 meeting locations will be posted on the calendar prior to the meeting.

All Vendor Partners purchasing an exhibit table for a monthly chapter meeting must exhibit in person. Exhibit times will be from 12:30-1:00 PM.

PLEASE NOTE: Vendor Partners must follow the guidelines below to exhibit:

- The \$210 exhibit fee must be paid by credit card online more than a week prior to the meeting date.
- All exhibitors must register for the meeting on the APIC DFW calendar page (add link to calendar) at least 3 days prior to the meeting. The location of each meeting will be included on the calendar for that month.
- If applicable to the venue, a security access email will be sent to all registered attendees the day before the meeting, this code must be presented to gain access to the building.
- Available exhibit tables for 2024 can be found [on our website](#)
- Space is limited to 3 exhibit tables per monthly meeting.
- Limit 2 people per exhibit table purchased.
- Exhibit tables are non-refundable unless the in-person meeting is cancelled by the Chapter President due to hazardous weather conditions or other unforeseen circumstances.
- Small signage and only one table per exhibit purchased will be allowed.
- Business cards, product literature, educational information, and samples may be provided to the membership.
- Table set up will be completed before 12:30 PM on the date of the monthly meeting for networking between 12:30 and 1:00pm. All display items will be removed immediately upon conclusion of the business meeting at 3PM.
- Noise or activity during any in-person APIC educational presentation or business meeting will not be allowed.
- The Chapter President and/or Board of Directors have the authority to deny the request of any Vendor Partners.
- Content presented/shared must be aligned with APIC DFW mission/vision.