



Pivotal Conference – Alabama Apartment Association

2026 Terms & Conditions

Inclement Weather Clause

The Alabama Apartment Association (AAA) will not refund sponsorship or registration fees for cancellations due to inclement weather or other circumstances beyond its control. In the event of inclement weather, the event will be rescheduled based on venue availability, and all previously purchased sponsorships and registrations will be honored for the new date.

Tradeshow Details

AAA is authorized to reserve booth space for your use during the **2026 Expo**, to be held at the **BJCC on Wednesday, October 7, 2026**. For questions, please contact **Meghan Elder** at alaptasn@gmail.com.

Assignment of Booth Space

Booth space is assigned on a **first-come, first-served basis**, based on:

- Receipt of full payment for the booth
- Signed agreement
- Date of commitment

- Level of sponsorship

Assignments begin with the **highest-level sponsors** and end with **lowest booth registrations**. AAA will confirm receipt of payment and contract, along with the booth assignment. Management reserves the right to **rearrange the floor plan** as necessary to ensure successful traffic flow.

Exhibit Space

The standard booth fee, **unless a sponsorship is purchased**, includes:

- 8-foot tall back drape and 3-foot tall side drape
- One skirted 6-foot table
- Two chairs
- Wastebasket
- Booth ID sign
- Name tags for all attendees

Attendee Submission:

All attendee names **must be submitted by September 30, 2026**.

Exhibitor Registration, Setup & Teardown

Registration & Setup:

- Initial registration and booth setup: **Tuesday, October 6, 2026**, from **2:00–5:00 p.m.** in the Sheraton Ballroom
- Additional setup: **Wednesday, October 7, 2026**, from **8:00 a.m.–1:30 p.m.**
- **All booths must be fully set up no later than 1:30 p.m.** on Wednesday, October 7, 2026

Name Badges:

- Name badges will be provided in an envelope at your booth

Teardown:

- Booths must be dismantled **immediately following the Expo**, between **6:30–10:00 p.m.** on Wednesday, October 7, 2026
-

Exhibit Hours

Please ensure a representative is present at your booth during **Expo hours: Wednesday, October 7, 2026, 3:00–5:00 p.m.**

Termination of Employment Clause

Cancellations due to **termination or loss of employment** for any sponsor or attendee must be paid in full by the registering Vendor, Property, and/or Management Company. Fees are **non-refundable**. A substitute attendee may be sent as a replacement with written notice submitted at least **30 days prior to the event**.

Shipping

Exhibitors are responsible for all shipping costs.

Veal Convention Services, Inc. (VCS)

3016 Reverend Abraham Woods Jr. Blvd., Birmingham, AL 35203

Booth Cancellation Policy

- **120+ days before the event (on or before June 8):** Full refund minus 10% administrative fee
- **90–119 days before the event (June 9 – July 8):** 50–70% refund
- **60–89 days before the event (July 9 – August 7):** 25–50% refund
- **Less than 60 days before the event (August 8 – October 6):** No refund

Payment Policy: All registration invoices must be **paid in full by September 30, 2026**.

Sponsorship Payment Policy

Payment Terms:

- All sponsorships must be **paid in full within 30 days of invoice**
- Sponsorships secured within 60 days of the event must be **paid in full at the time of commitment**
- Sponsors must be **paid in full to receive recognition** in event marketing materials, signage, and promotions

Right of First Refusal:

- Sponsors have the right to renew their previous year's sponsorship for a period of **two years** from the date of the agreement
- Before offering the opportunity to others, the Organizer will **offer it first to the previous year's Titanium Sponsor**
- Sponsors have **7 calendar days** to accept or decline in writing. No response allows the Organizer to offer it to other members
- If a third-party offer has materially different terms, the Sponsor will be **re-offered the opportunity** with a new 14-day response period

Payment Deadline:

- The remaining balance must be **paid by July 15, 2026**
 - Failure to pay by this date will result in **forfeiture of sponsorship opportunities**
-

Non-Exhibiting Attendees

Non-exhibiting sponsors attending the event will be charged the **non-member single booth price of \$1,150**.

Vendor-Hosted Events

No events are allowed during **AAA Pivotal hours**, including during the After Party.

Convention Services & Booth Electricity

- Exhibit setup will be handled by **Veal Convention Services, Inc.**
 - Last day for shipments: **September 28, 2026**
 - Special requests (carpet, extra tables, electricity, etc.) are at the exhibitor's expense
-

Door Prizes

- Vendors are encouraged, but not required, to provide door prizes
- Vendors are responsible for **collecting attendee names, managing the drawing, and notifying winners**
- All drawings should be completed by **5:00 p.m.**, before the After Party begins

Booth Giveaways

- The BJCC does **not allow food or drink giveaways** unless purchased through the facility catering
- Novelty items are allowed

Lodging

- Host hotel: **Sheraton Birmingham Hotel**, available October 4–9, 2026
- Address: 2101 Richard Arrington Blvd., Birmingham, AL 35203
- Room block opens **Spring 2026**, at a rate of **\$184/night**