



AMERICAN ACADEMY OF
HOSPICE AND PALLIATIVE MEDICINE

AAHPM Virtual Career Fair
Tuesday August 11th
10:00 am – 6:00 pm ET

AAHPM Virtual Career Fair

Recruit hospice and palliative care professionals online

Exhibit at the first ever AAHPM Virtual Career fair Tuesday August 11th, from 10 am to 6 pm ET. Connect with candidates virtually on our virtual event platform.

At the virtual career fair you will be able to :

- ✓ Chat with attendees live
- ✓ Highlight the openings at your organization
- ✓ Brand a virtual booth with your organization's logo
- ✓ Link brochures and videos directly in your virtual booth
- ✓ Have access to a list of attendees leading up to the event

Cost: \$1000

Date: Tuesday, August 11th 2020

Time: 10:00 am-6:00 pm ET

To register for a table at the Annual Assembly Job Fair, please fill out the form below and email it to:
American Academy of Hospice and Palliative Medicine
Allison Whitley
awhitley@aahpm.org

Organization: _____

Address: _____

City/State/Zip: _____

Contact: _____

Phone: _____ Fax: _____

E-Mail: _____

Website: _____

Payment: Check _____ (checks payable to American Academy of Hospice and Palliative Medicine)

Credit Card: MasterCard Visa American Express Discover

Credit Card: _____ Expiration Date: _____

Date submitted: _____ Booth Number _____ Amount payable: _____

Please see the separate sheet attached to this application for materials required to set up your virtual booth. The materials will need to be submitted to the virtual event platform vendor at Digi-Me. Your Digi-Me contact will be: Allison Sima, asima@digi-me.com .

Cancellation Policy: In the event that the exhibitor notifies the Association in writing of the intent to cancel the agreement after acceptance but prior to August 4th 2020 a full refund of monies received, minus a \$250 administrative fee will be made. If full payment is not received prior to the event date, the exhibit space will not be given.



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Virtual Booth Requirements

Below please find a list of materials that are needed to set up your booth. Those with an asterick* are the items that are required. All other items are optional. You will also have the option to select a virtual booth layout. Please send the below items to Allison Sima asima@dig-me.com at Digi-Me, who will receive your materials and set up your virtual booth. Please submit these materials by August 4th at the latest.

Required Materials:

- ✓ Company name*
- ✓ Corporate website*
- ✓ Career site / URL for more details on job opportunities*
- ✓ Contact Name, Email, Phone and Address (Address is optional)*
- ✓ Company Profile (a brief write up about the company)*

Optional Materials:

- ✓ Location
- ✓ Number of employees
- ✓ Company slogan or tagline
- ✓ Videos: Links to videos on YouTube about the company or culture
- ✓ Banner Image: .jpg format, under 5MB, recommended size: 397px x 560px
- ✓ Poster Image: .jpg format, under 5MB, recommended size: 630px x 348px
- ✓ Links to company social media profiles (LinkedIn, Facebook, Twitter, Instagram and YouTube)
- ✓ Complementary Links (Any additional links about benefits or company culture, etc)
- ✓ Company Logo (under 5MB and a .jpg is preferred)
- ✓ Downloads: Here you can upload any file you want to share with visitors (max. 5Mb per file).

*required for virtual booth