



National Health Policy Conference

MARCH 13-14, 2019 | WASHINGTON, D.C.



Date	Deliverable
After signing contract	AHIP will reach out to you via email with deadlines, deliverables, and session information. If your logo has changed or if this is your first time sponsoring an AHIP conference, please send the logo in an eps format to aavendano@ahip.org .
Monday, November 19	Please add your draft session description to the sponsored speaking session template and send to aavendano@ahip.org .
Wednesday, January 16	Deadline to submit final speaking session edits .
Monday, February 4	If your sponsorship includes a seat/door drop , this is the deadline to send proofs for review.
Monday, February 25	Deadline to submit your conference mailer to AHIP for review.
Monday, February 28	Deadline to cancel a Policy registration for a refund. Substitutions can be made on-site.
Wednesday, February 21	All A/V, electrical and Internet orders for tabletops are due to the Capitol Hilton.
Monday, March 4	Speaking session slide decks are due to aavendano@ahip.org and pelliot@ahip.org , along with permissions to post presentations to the archive.
Friday, March 8	<p>Lead scanner app download information will be sent to the exhibitor contact for your organization. This email will come from iLeads/LeadsLightning directly. Please contact aavendano@ahip.org if you'd like to order additional licenses.</p> <p>Deadline to ship exhibiting materials to the Capitol Hilton. Packages must arrive no later than Tuesday, March 12.</p>
March 13-14, 2019	AHIP's 2018 National Health Policy Conference

*Dates are tentative and subject to change.