**North American Society of Adlerian Psychology**

**429 E. Dupont Road, #276, Fort Wayne, IN 46825**

**Email: info@alfred adler.org Website: www.alfredadler.org**

In order to maximize membership accessibility and budget requirements, the traditional rotation for the annual conference has been East, West, North, and Canada, with the South included in either the East or West. Because of the need to schedule venues well in advance, it is important that NASAP have commitments for annual conference sites beginning with North (2020), Canada (2021 ) and East or South (2022). These are preferences only and we will consider offers from other regions if none come from the suggested areas. The NASAP Conference Planning Committee requires the following information from affiliates interested in hosting a conference.

**Preferred Region and Year:**

**Hosting Affiliate**:

**Conference Location (City):**

**Affiliate Conference Coordinator:**

Address:

Phone:  Fax:  Email:

**Three Conference Committee Members: 1.**

**2.**

**3.**

**Affiliate members and/or the proposed site can fulfill the following requirements:**

Provide, in consultation with the NASAP office, a local group proposed budget

for planning expenses one year prior to the annual conference Yes  No

Provide an adequate hotel site with 25000 minimum square feet, 8 breakout rooms,

ballroom, rooms for bookstore, hospitality, Board and COR meetings Yes  No

Provide adequate airport and other travel facilities Yes  No

Provide an adequate volunteer base for the following committees: Registration,

Bookstore, Publicity/Marketing, Hospitality/Saturday Night Event, Host,

Silent Auction, Volunteers Yes  No

Conduct regular steering committee meetings two years prior to the conference. Yes  No

**Ten percent of the net profits from the conference will be shared with the local affiliate. The local affiliate understands that it will work in conjunction with NASAP and its representatives who have the final authority on conference planning and implementation.**

**APPLICATION DUE April 15, 2018**

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Signature of Affiliate Conference Coordinator Date