



# ATTENDEE LIST RENTAL AGREEMENT

September 24, 2020  
aonl.org/virtual

## CONTACT:

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AGREEMENT by and between the American Organization of Nurse Executives (AONL), a subsidiary of the American Hospital Association (AHA), an Illinois not-for-profit corporation with principal offices at 155 N. Wacker Drive, Suite 400, Chicago, Illinois.

\_\_\_\_\_  
Company name

\_\_\_\_\_  
Name of primary contact

\_\_\_\_\_  
Street address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Phone number

\_\_\_\_\_  
E-mail address (please list the address to whom the list should be sent)

## 2020 VIRTUAL CONFERENCE SPONSORS

Select which list(s) you would like to purchase (lists are sent via email as an .xls file)

Pre-conference: \$300 (available after September 5, 2020)

Post-conference: \$350 (available after September 25, 2020)

Bundle: Pre- & Post- conference lists: \$500

## NON-SPONSORS

Select which list(s) you would like to purchase (lists are sent via email as an .xls file)

Pre-conference: \$1,250 (available starting September 5, 2020)

Post-conference: \$1,750 (available after September 25, 2020)

Payment for all attendee list rental orders must be made prior to receipt of list. List orders will be processed within seven (7) business days after receipt of payment.

## METHOD OF PAYMENT

**AONL Federal Tax ID # 36-3591337**

### Credit Card

\*Information for credit card payments will be provided on your invoice.

### Check

\*Mail checks to: AONL Virtual Conference Mailing List  
75 Remittance Drive Suite #1201  
Chicago IL 60675-1201

## LIST RENTAL PROCEDURES

All list rental orders must be made in writing using the AONL attendee list rental agreement. The list rental cost must be paid prior to list processing. **The following policies have been established for the rental of the AONL virtual attendee list. Please carefully review these policies:**

- Lists will include only attendee names, preferred mailing addresses, and titles; telephone/fax numbers and e-mail addresses will not be released. Please note that some AONL attendees use their home address as their preferred mailing address. In these cases, their mailing record may not include their title and organization name.
- All drafts and final versions of the AONL membership lists and labels are the sole and exclusive property of AONL.
- Proof of mailing must be approved by AONL prior to the mailing piece being sent. You may send the mailing piece to AONL at aonlannualconference@aha.org for written approval.
- Requests will be accepted only for purposes appropriate to the nurse leader roles and responsibilities, and shall not be in conflict with the AONL mission, goals and activities.
- The AONL attendee list cannot be rented for the purpose of publicizing employment opportunities. Contact AONL at (312) 422-2800 to learn about employment advertising options.
- Each list rental is for one-time use only. Lists may not be reproduced, copied, sold or used to compile a database of any kind. Violations of this policy may result in the indefinite suspension of membership list rental privileges and from exhibiting. The Renter agrees to hold such information in strict confidence. AONL will not provide refunds for unused portions of rented attendee lists. Unused portions of a rented attendee list may not be used for another mailing without the advance written consent of AONL.
- All list renters are responsible for reviewing and adhering to the AONL list rental policies and procedures. These policies and procedures can be changed at any time without notice. AONL reserves full discretion to rent its mailing list or any portion thereof. AONL shall not be responsible for any expenses incurred by a prospective list renter if its rental request is denied. Exceptions to these policies and procedures can be made only at the discretion of the AONL chief executive officer or his/her designee.

## AUTHORIZED SIGNATURE

I have read and understand the terms and conditions of this agreement.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (please print)