



## ASPEN26 Attendee Mailing List Request Form

**Terms for Approval:** Services must be used to promote a product or service exhibited at ASPEN26. Email addresses will not be released directly to exhibitors/sponsors. E-blast orders are deployed on your behalf. Physical address mailing lists are sent in an electronic file. A copy of your promotion must be submitted electronically in a PDF for mail pieces or an HTML for e-blasts to [valeriem@nutritioncare.org](mailto:valeriem@nutritioncare.org). Your promotion must be pre-approved by ASPEN. Attendee list rental fees apply per usage. You must rent the list(s) for each mailing and/or email blast.

<b>Company Name</b> _____	
<b>Contact</b> _____	<b>Both Number</b> _____
<b>Address</b> _____	<b>City, State, Zip</b> _____
<b>Phone</b> _____	<b>Email</b> _____

### List Rental Type:

- Pre-Show Mailing List - \$750 (*List provided final promotion approval - NO EMAIL ADDRESSES*)
- Pre-Show E-blast - \$2,500 (*One-time HTML e-mail blast; exhibitor supplies content and design*)
- Post-Show List - \$2,500 (*One-time HTML e-mail blast; exhibitor supplies content and design*)

### Payment:

Full payment is required prior to the order being fulfilled. Order cancellation is subject to a \$50 administrative fee. No refunds will be given once the mailing list or e-blast has been deployed. Checks should be made payable to ASPEN and sent to the address below. The undersigned authorizes ASPEN to charge credit card for the amount indicated.

Card Type:    Visa    MasterCard    American Express    Discover    CHECK

Card Number: \_\_\_\_\_      Expiration Date: \_\_\_\_\_

CVV# (3 or 4 digit number on back of card): \_\_\_\_\_      Name on Card: \_\_\_\_\_

**Signature** \_\_\_\_\_      **Date** \_\_\_\_\_

**Submissions for approval are due no later than Friday, January 30, 2026.**

Please return form to:      Valerie Mickiewicz, MPA  
Manager, Development and Strategic Partnerships  
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Silver Spring, MD 20910