## AANN

**The following guidelines apply when submitting a calendar posting:**

* Your event will be posted on the [AANN calendar of events on the AANN website](http://aann.org/monthcalendar/2020/01/) and on the [calendar of events on the NeuroNetwork](https://neuronetwork.aann.org/events/calendar?CalendarEventKey=1907c0d7-d15b-4837-be1c-652e9f7a9520) online community.
* Calendar listings may include a link to additional promotional content.
* The fact that an event has appeared on the AANN calendar may not be referred to in collateral advertising.
* AANN retains the right to decline any submitted calendar of events listing, discontinue the posting of any event/s, and decline to link with another site or to remove links to other Web sites.
* Allow 10 working days from the date the complete order is received by the AANN office.
* Most current fees apply; please check with office to confirm rates prior to placing order.
* AANN has a 60-Day Blackout Period. This is inclusive of any listings during the following time frames (30 days prior to or following an AANN Meeting). The Blackout Period does NOT apply to AANN chapter events.

**CALENDAR POSTING ORDER FORM**

**Posting Information:** *(items marked with \* are required)*

*For office use only:*

Client ID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tracking Code

Date Shipped

Event Title\*

Event Sponsor (your organization)\*

Start Date\*

End Date\*

Description

Location\*

City

State

E-mail Contact\*

Web Site

 **Bill To:**

Name

Facility

Address

City/State/Zip

Phone

**Posting Type:**

**[ ]**  $100 AANN Website & NeuroNetwork

**[ ]**  $120 AANN Website & NeuroNetwork with Logo

*Please e-mail logo in .jpg format to info@aann.org*

#### Payment Method

**[ ] Check** (Enclosed) [ ] **Visa** [ ] ** Master Card** [ ] ** Amex

Card Number** **Exp Date**

**⮚⮚Complete & return this form along with payment to:⮘⮘**

## Make Checks Payable to:

## American Association of Neuroscience Nursing

PO BOX 88019

Chicago, IL 60680-1019

info@aann.org

🕿 847/375-4733