



AMERICAN COUNSELING  
ASSOCIATION

## **REQUEST FOR FREE ACA MATERIALS**

Thank you for requesting materials to distribute at your upcoming event. We are happy to send you an “ACA Goodie Box” of membership, conference and publications materials to place on a “Free Take-One” table or to insert in your attendee tote bags or registration packet.

If you would like to include ACA materials in a tote bag/registration packet, please let us know how many different inserts you can accommodate (see question below).

Please complete this form and send it to Debra Bass in the Marketing Department via email at [dbass@counseling.org](mailto:dbass@counseling.org). Phone: 703-823-9800, ext. 243. We try to tailor a box for each requesting group so if you have special requests, please note them below.

By giving us advance notice of at least 3-4 weeks, we can fulfill your request on a timely basis. There is no charge for the Goodie Box.

We appreciate the opportunity to raise awareness of ACA and the counseling profession through your event!

**Name and Date of Event:**

**Theme of Event (if any):**

**Number of attendees expected:**

**Number of counseling students expected:**

**Suggested number of pieces:**

**Do you wish to include any brochures or catalogs in attendee tote/registration packet? If so, how many do you need of each insert?**

**Typical attendee profile:**

**Contact Person and email/phone for Contact Person:**

**Shipping Instructions (include date by which materials should arrive):**

**Special Requests (subject to availability of complimentary samples):**

