**Understanding Your Conference Expenses**

Use the following *Expenses Worksheet* to develop a cost estimate for attending your selected conference. Our [Registration Options](https://aapp.org/ed/meeting/2025/registration) page provides more details on what is included in each registration option.

**Expenses Worksheet *(based on AAPP member pricing)***

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| --- | --- | --- |
| *Expense* | *Guideline* | *Cost* |
| [Conference Registration](https://aapp.org/register) | Take advantage of the member and early registration rates to save money for in-person meeting registration! | $ 725 |
| **Optional Registration Add-Ons** |
| BCPP Recertification Credit: 5 hours via the [Clinical Application Series](https://aapp.org/bcpp/recertification/products) (optional) | The purchase of BCPP Recertification Credit via the Clinical Application Series (CAS) (member cost = $80) is optional. The 5 CAS sessions will be presented live during the Annual Meeting, and recordings are provided to participants. CAS registrants will need to pass an online exam to receive 5 hours of BCPP recertification credit. | $ 80 |
| Guest Fee(optional) | The guest fee allows your guest to join you at 3 light breakfasts (Mon.-Wed.) and 1 reception (Sun.). | $ 115 |
| Donation to AAPP Foundation(optional) | Donations to the AAPP Foundation may support Student Grants or the General Fund, which supports 2025 projects including:* Mental Health First Aid
* Collegiate Chapter Impact Grants
* Defining the Future Grants
* Outcomes Research Initiative
 | $ TBD |
| **Travel Expenses***(not applicable for virtual attendees)* |
| [Flight](https://aapp.org/ed/meeting/2025/transportation) | Salt Lake City International Airport hosts more than 330 flights daily to 95 nonstop destinations! The airport recently had major renovations resulting in added flights and is located just 7 miles from the Hyatt Regency Salt Lake City, the host of AAPP 2025.Track flights at [Google Flights](http://www.google.com/flights), use an online travel service like [Kayak](https://www.kayak.com/) to get a quick estimate or contact your preferred travel agent. | $ 550 (estimate; price to vary based on individual location) |
| [Lodging](https://aapp.org/ed/meeting/2025/destination) | AAPP has preferred rates with Hyatt Regency Salt Lake City at $259/night + taxes. With current tax rates and fees, the total is $302.92/night.Staying at the Hyatt Regency Salt Lake City is the best option for education and networking under one roof! Simply take the elevator to the AAPP 2025 meeting room levels and you’re all set. This modern hotel just opened its doors in October of 2022 and offers stunning views and simple pleasures, including an onsite market with local goods. The Hyatt Regency Salt Lake City is just a 5-minute walk from 2 light rail stations, and all AAPP guests will receive complimentary in-room internet access. | $ 1,211.68(4 nights, Sat-Wed) |
| [Transportation: Airport to Hotel](https://aapp.org/ed/meeting/2025/transportation) | There are several options for getting to and from Salt Lake International airport, and the most affordable option is the city's convenient light rail for $2.50 each way. Attendees riding the light rail should allow 60 minutes each way, although trips may be shorter depending on train and departure wait times. Light rail riders should be prepared to walk 3 blocks from the nearest stations (City Center or Gallivan Place) to the Hyatt Regency Salt Lake City. Steps to ride the light rail can be found on the [conference website](https://aapp.org/ed/meeting/2025/transportation).Rideshare services such as Uber and Lyft are also available averaging less than $20 and cut travel time between the airport and host hotel to under 20 minutes. | $ 5 (roundtrip) |
| Parking Reimbursement(If driving or renting a vehicle) | Parking at the Hyatt Regency Salt Lake City is $25 daily (for self parking) and $36 daily (for valet parking). Parking is operated by a 3rd party company. Check with your local airport to determine parking costs/rentals, if needed.  | $ TBD |
| Mileage Reimbursement | Driving to the conference or to the airport for your flight? Use Google Maps to calculate distances, then multiply miles by IRS rate of $0.67 per mile (rate as of November 2024) or by your organization’s reimbursement rate. | $ TBD |
| Food Per Diem | Light breakfast items (Mon-Wed) and 1 reception (Sun) are provided as part of your registration fee. Industry symposia and product theater events include a meal or refreshments, provided by AAPP. All attendees are welcome to attend!  | $ 250(estimated at $50/day x 5 days, over and above available meals) |
| **subtotal** | $ |
| total number of employees going |   |
| **total =** | $ |