**Understanding Your Conference Expenses**

Use the following *Expenses Worksheet* to develop a cost estimate for attending your selected conference.

*More information will be available Fall 2025 after the Annual Meeting website has launched.*

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

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| --- | --- | --- |
| *Expense* | *Guideline* | *Cost* |
| Conference Registration | Take advantage of the member and early registration rates to save money on meeting registration!   * Attendees can earn up to 22 hours of ACPE credit * Access is provided to all session recordings | $ 775 |
| **Optional Registration Add-Ons** | | |
| BCPP Recertification Credit:  **(NEW: now worth 5 more recert hours!)**  10 hours via the 2026 Clinical Application Series  (optional) | The purchase of BCPP Recertification Credit via the Clinical Application Series (CAS) (member cost = $80 when bundled with a full Annual Meeting Registration; $160 when purchased separately) is optional. The 8 CAS sessions will be presented live during the Annual Meeting, and 10 hours of BCPP recertification credit will be provided to participants who pass the online exam (due Oct. 2026). | $ 80 |
| Guest Fee  (optional) | The guest fee allows your guest to join you at 3 light breakfasts (Mon.-Wed.) and 1 reception (Sun.). | $ 155 |
| 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 | 30+ airlines operate at Seattle–Tacoma International Airport! It is the primary hub for Alaska Airlines, whose headquarters are near the airport. 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 | AAPP has preferred rates with Hyatt Regency Bellevue at $245/night + taxes. With the current tax rates and fees, the total is $283.03/night.  $245 (preferred rate) x 1.145 (lodging tax) + $2.50 = $283.03  Staying at the Hyatt Regency Bellevue is the best option for education and networking under one roof! AAPP’s room block expires Thursday, March 26, 2026. | $ 1,132.12 (4 nights,  Sat-Wed) |
| Transportation:  Airport to Hotel | There are several options for getting to and from Seattle International Airport (SEA). Travel time varies based on the time of day and the selected transport option and can range from 30-90 minutes one way.  **Recommended:** The [Bellevue Airport Shuttle from Eagle Shuttle Service](https://eagleshuttleservice.com/bellevue-airport-shuttle/) is recommended at a flat fee of $30 each way. The shuttle transports directly to the Hyatt Regency Bellevue and can be reserved online in advance, including tip. This service picks up every hour on the hour, and same-day requests can be made upon arrival, although space is not guaranteed. For return trips to the airport, it is recommended to schedule rides 3 hours prior to your flight.  **Most Affordable:** The Sound Transit 560 Express Bus connects from SEA to the Bellevue Transit Center. The journey takes approximately 45 minutes and costs $3-4. From the Bellevue Transit Center, you can then walk ½ mile or use other local transit options to get to the Hyatt Regency Bellevue. Bellevue is very safe and walkable, so this is a great option for anyone on a budget!  **Most Convenient:** Uber and Lyft are convenient options, and drivers are readily available to pick up passengers at SEA. The cost is $70 each way on average, and there are dedicated rideshare pickup zones outside of the airport. It is recommended for attendees choosing this option to wait and request rideshares when they have reached the pick-up zone. Fees begin after 2 minutes of waiting and may lead to unplanned costs.  Renting a car for sightseeing is also another option! | $ 8 - 150  (RT=roundtrip)  Bellevue Airport Shuttle: $60 RT  (30-60 mins.)  Bus: $8 RT  (1/2 mile walk to hotel, 60-80 mins.)  Rideshare: $140 RT  (30-70 mins) |
| Parking Reimbursement  (Airport parking, driving, or renting a vehicle) | Parking at the Hyatt Regency Bellevue is discounted for AAPP attendees at $25 daily. There is complimentary weekend parking from Friday after 7pm to Sunday, so drivers should budget for up to 3 days of parking (Mon-Wed).  Check with your local airport to determine parking costs. | $ 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 $0.70 per mile (rate as of July 2025) 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 =** | | $ |