

2026 ACCP Annual Meeting

Poster Guidelines

ACCP does not have a preferred Poster template. Poster Presenters are free to use a template of their choice.

Poster Boards

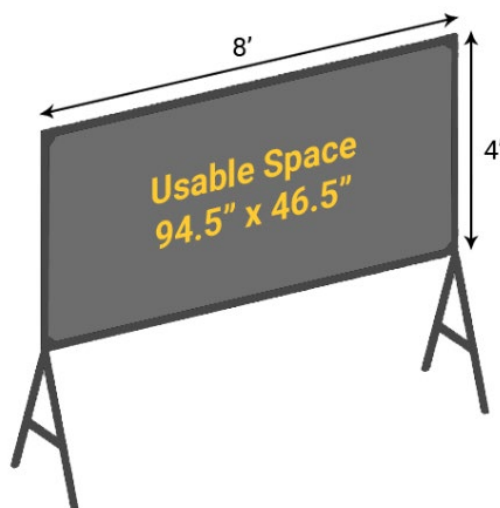
Poster boards are 4' high by 8' wide with usable space noted here.

Vertical or Horizontal Mounting

- For horizontal mounting, please allow a 5" reduction (94" wide) to allow space for poster sign.
- Push pins will be provided.

Fabric or other material

- Please do not provide posters mounted on foam core.



Poster Printing

Poster Presenters are responsible for printing their Poster. There is no on-site printing available.

Format

- If you do not already have a template, templates and printing are available online from the following companies:
 - **Poster Presentations:** <https://www.posterpresentations.com/>
 - **PosterNerd:** <https://www.posternerd.com/>
- **QR Codes can be included on your Poster.**
- **Brand names and logos are allowable.**

Printing

- ACCP does not provide printing services. Below is a list of companies in the Bethesda area that provide printing services.

FedEx Office Print & Ship Center

12125 Rockville Pike

<https://local.fedex.com/en-us/md/rockville/office-1829>

Email: USA1829@FEDEX.COM

(301) 881-6810

8:00 am – 8:00 pm

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Staples

1531 Rockville Pike, Rockville MD 20852

(301) 881-6390

<https://www.staples.com/sbd/cre/marketing/copy-and-print/printing-services/>

8:00 am – 9:00 pm

Instructions

Poster Presenters must have their Posters printed and set up on the Poster Boards by the specified set up times listed below. (ACCP will provide and set up Poster Numbers on each Poster Board prior to set up times.)

2026 Poster Session Schedule

Poster Session 1 – Sunday, September 27, 2026 from 5:00 – 7:00 PM, Grand Ballroom E-H

Presenting Authors must be present at their assigned Poster Board location during the first hour of the scheduled Poster Session.

All Posters must be set up between 11:00 am-1:00 pm on Sunday and removed between 8:00-9:30 am on Monday. Please locate your Poster # on the Poster Boards and mount your Poster with the provided pushpins.

Poster Session 2 – Monday, September 28, 2026 from 5:00 – 7:00 PM, Grand Ballroom E-H

Presenting Authors must be present at their assigned Poster Board location during the first hour of the scheduled Poster Session.

All Posters must be set up between 11:00 am-1:00 pm on Monday and removed at 7:00 pm. Please locate your Poster # on the Poster Boards and mount your Poster with the provided pushpins.

(Posters that are not removed will be removed by Staff and stored at the Registration Desk. If they are not claimed, they will be discarded following the meeting.)

Shipping Direct to the Hotel

If you would like to ship directly to the Bethesda North Marriott Hotel, please address your package as follows:

Bethesda North Marriott Hotel & Conference Center
5701 Marinelli Road
North Bethesda, MD 20852
Recipient (Your name)
Attn: Markus Addison, Senior Event Manager
HOLD FOR: ACCP Annual Meeting

Upon arrival at the hotel, please check with the front desk to retrieve your package. Handling fees may apply.

Questions should be submitted to Kim Preiss at KPreiss@ACCP1.org.