

## Meeting Registration Bag Insert Information

The meeting registration bag insert program is a great way to advertise your program, event or exhibit at the Midyear Clinical Meeting & Exhibition. Please read and refer to the important instructions below for the printing and shipping of your insert.

1. Your insert must be approved by ASHP before you can print. Email a pdf proof of your insert to Michelle Rasnick Tyler ([mrasnickytyler@ashp.org](mailto:mrasnickytyler@ashp.org)) and Juan Gonzalez ([jgonzalez@ashp.org](mailto:jgonzalez@ashp.org)) before printing. Always reference any promotion guidelines provided for the program or activity you are promoting, as this will ensure any required verbiage is included on the insert before ASHP's review.
2. Print quantity is 20,500. It can be any size, however, 5"x7" to 8.5"x11" are the most popular sizes.
3. Individual inserts should NOT deliver shrink-wrapped inside your cartons as this will delay the assembling process.
4. The shipping label must have Ethel Lee as the attention to and identify outer boxes with "ASHP Bag Inserts".
5. Printed pieces **must arrive NO later than November 14, 2025**, to the address (below). This is a hard date as the YGS team will begin stuffing bags on the following business day.

### **Shipping Address:**

The YGS Group (c/o ASHP Bag Inserts)  
Attn: Ethel Lee  
3650 West Market Street  
York, PA 17404  
717-430-2304

**NOTE:** The YGS Group is a commercial printer. ASHP highly recommends working directly with them to print your insert(s) as this may save you time and shipping costs. Feel free to reach out to our YGS contact directly for more information.

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