


LEADERS *in Action!*

NURTURING
RELATIONSHIPS

CULTIVATING
POSITIVE CHANGE

GROWING
RESILIENCE



EXHIBITOR SHOWCASE
Monday – February 4th 2019
Pasadena Convention Center
7:00am – 6:00pm

****REGISTER NOW ONLINE AT****
WWW.ACNL.ORG

An Invitation to Exhibit

We invite you

to join the Association of California Nurse Leaders as we host our 41st Annual Program to be held at a NEW location for us, the **Pasadena Convention Center** in Pasadena, California.

Our membership includes over 1,300 nurse leaders in California as well as leaders in Oregon, Nevada and Arizona. All fields of nursing are represented in our membership including clinical, educational, and all levels of healthcare management and leadership. We invite you to take this opportunity to increase your exposure to the decision makers in today's healthcare industry by **exhibiting** at our program.

SPACE IS LIMITED DON'T MISS THIS OPPORTUNITY!

We have 101 booths available and almost 50% were pre-sold at the 2018 Conference!
Reserve your booth now at WWW.ACNL.ORG

Exhibitor Day

Monday, February 4, 2019
7:00 a.m. - 6:00 p.m.

Pasadena Convention Center
300 East Green Street
Pasadena, CA 91101

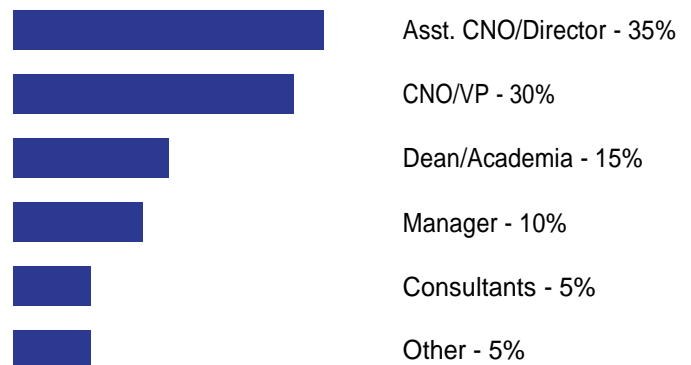
We are very excited to be at the **Pasadena Convention Center** in the heart of downtown Pasadena, the City of Roses with all of its history and excellent exhibitor space.

Some of the features of this event and location are:

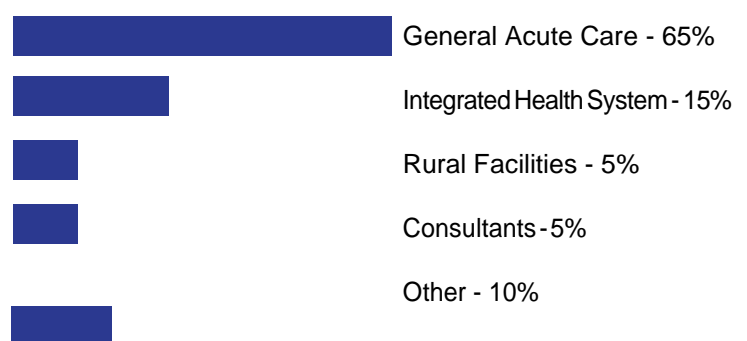
- o Each booth measures **10' x 10'**
- o Easy load in
- o Adjacent to our General Session Hall
- o Over 24,800 square feet of exhibitor space

Reach decision makers in healthcare.

CURRENT POSITION



JOB SETTING



For more information, please call Brian Carrick at the ACNL office: 916.779.6949
or fax: 916.779.6945
Email: Brian@acnl.org

2019 Fee Schedule Booth Information

2019 Exhibitor Fee Schedule

Early Bird Exhibitor Pricing

\$2,000 – For (1) Booth Space

\$3,000 – For (2) Booth Spaces

(Payment & Registration received by 1/15/19)

Post Early Bird Exhibitor Pricing

\$2,200 – For (1) Booth Space

\$3,200 – For (2) Booth Spaces

(Registration & Payment received after 1/16/19)

Exhibitor Space Information

Each booth measures 10' x 10' and will include

1 – 6-foot skirted table

2 – Side chairs

1 – Waste basket

Company ID sign at back of booth

2 – 3-foot side rails

PLEASE NOTE: The Pasadena Convention Center is NOT carpeted.

If you wish to rent carpet or any other items you may need at your booth, for example electricity at your booth, additional furniture, plants, or just about anything else you may need for the event. Our conference drayage provider **Tricord Services** will be where these items can be ordered.

Tricord will email the company contact personal a full exhibitor kit for your review.

2019 Industry Partner Day ~ Schedule of Events

The **2019 Schedule of Events** is a synopsis of the activities for the day. You will receive updated information in your booth confirmation emails.

Sunday, February 3, 2019

Exhibitor sign-in: 12:00pm – 4:00pm
Exhibitor set-up: 12:00pm– 4:00pm

As stated earlier, **TriCord** is the drayage company responsible for booth set up. They will send a welcome letter via email and provide you with online access to the ACNL 2019 Exhibitor Kit.

Monday, February 4, 2019

Exhibitor sign-in/set-up: 6:00am – 7:00am
Exhibit Area opens at 7:00am

Continental Breakfast, Breaks and Lunch are held in the Exhibit Hall

Continental Breakfast: 7:00am - 8:00am
Break: 9:45am - 11:00am
Lunch: 12:15pm - 1:45pm
Break: 3:00pm – 3:30pm
Reception: 4:30pm - 5:00pm
Raffle: 5:00pm - 6:00pm

Your **exhibitor badge entitles you to** continental breakfast, lunch and snacks during the day. Your badge also entitles you to attend any of the sessions on **Monday, February 4th 2019 only.**

Your badge DOES NOT entitle you to attend the President's Reception on Sunday or the Tuesday Evening Party. Those are sponsored events for attendees and one guest only.

You're Invited to Participate in the Industry Partner Raffle

Each year during the Exhibitor Reception, ACNL conducts a drawing for prizes generously donated by our industry partners. Donating an item for the raffle is optional. If you'd like to participate, please bring a prize with a minimum value of \$50. For example, gift cards are a popular option.

To encourage attendees to visit **all** booths, the Annual Program Committee will once again create a fun game for the day!



Exhibitor booth dismantling:

6:00pm – 8:30pm



Pre-Register to Exhibit 2020

(FILL OUT AND SEND TO brian@acnl.org IF INTERESTED)

I am interested in pre-registering for the 2020 ACNL Conference at the Westin Mission Hills Golf Resort & Spa in Ranch Mirage, California.

Please arrange for my appointment card to be available at the 2019 Conference.

Exhibitor Day

Monday, February 3, 2020

NAME: _____ TITLE: _____

COMPANY: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____



Information and Policies for Exhibitors

Conformance with these policies is understood to be part of the contract to exhibit.

Booth Assignments

The Association of California Nurse Leaders (ACNL) will be solely responsible for booth assignments. The following will be taken into consideration, but will not be the sole determining factor: order in which reservations are received, number of booth spaces purchased, suitability and availability of location.

Exhibit Space Floor Plan

The general configuration of the exhibit floor plan for this conference is included with the exhibitor packet. ACNL reserves the right to modify the plan to accommodate space sales or to avoid conflicts.

Exhibit Dates and Hours

Exhibitor Day will be held Monday, February 4, 2019, from 7:00 am to 6:00 pm. The exhibit area is closed during the Keynote Address from 9:00 a.m. to 10:30 a.m. See Industry Partner Day Schedule of Events for break schedule.

Exhibit Space Rental Fees

Early Bird Rates: \$2,000 (single booth) \$3,000 (double booth). If received by 1/15/19. Post Early Bird Rates: \$2,200 (single booth) \$3,200 (double booth) if received after 1/16/19.

Exhibit Space Refund Policy

Notification of cancellation must be in writing and received on or before the dates listed below for refund:

Before December 4, 2018 75% refund

By December 18, 2018..... 50% refund

By December 31, 2018 25% refund

After January 1, 2019 No refund will be made

Installation/Dismantling of Exhibits

Exhibit space will be available for installation on Sunday, February 3, 2019, from 12:00-4:00 p.m. and on Monday, February 4, 2019, at 6:00 a.m. **Installation must be completed by 7:00 a.m. on Monday, February 4, 2019.** No installations will be allowed after that time without specific permission from ACNL.

No exhibits may be dismantled prior to 6:00 p.m., Monday, February 4, 2019. Dismantling activities must wait until the exhibit area is cleared. Exhibitor move out hours are 6:00-8:30 p.m.

Official Decorator/Contractor

Tri-Cord is the official decorator/contractor and supplier of exhibitor service kits covering rental furniture, special installation and dismantling service, signage, cleaning, floral, airfreight and van line services. A representative of Tri-Cord will forward information to you regarding cost and services available.

Service Exclusivity Clause

Exhibitors must use the official decorator/contractor for drayage, rigging, electrical, plumbing and custom cleaning. For other services, exhibitors desiring to use contractors other than the official decorator/contractor must advise ACNL and submit the necessary certificates of insurance in advance for permission to be secured for said contractors.

The unpacking, erection, assembling, dismantling and packing of displays and equipment may be done by full-time employees of exhibitors with certain limitations. The official decorator/contractor will have skilled craft persons to assist exhibitors based on specific requirements.

Exhibit Booth Construction and Arrangements

Exhibitors must use the official decorator/contractor for booth installation. **Standard 10' by 10' exhibit booths consist of a draped back-drop, 2 stack chairs, one 6' skirted table, company name on back wall of booth and one wastebasket.** Each exhibit must be confined to the limits of the assigned booth space indicated on the floor plan. No part of any display may be over 10' in height. If the display is more than 8' in height, it may not extend more than one-half the distance from the back wall; and if it is more than 48" in height, it may not extend forward from the remaining space to the front of the booth. Placement of equipment must be contained within the booth specifications to avoid blocking the visibility of neighboring exhibitors. All exposed parts of displays must be finished and present an attractive appearance.

Care of Exhibit Space

The exhibit space must be kept neatly maintained and in good order. Special services are available through the official decorator/contractor at the expense of the exhibitor.

Eligible Exhibits

ACNL reserves the right to refuse rental of display space, exhibit, or any part of an exhibit, to any organization whose display is not, in the organization's judgment, compatible with the quality and/or objectives of ACNL and the Annual Program.

Information and Policies for Exhibitors

Conformance with these policies is understood to be part of the contract to exhibit.

Fire and Safety

All materials utilized for exhibits must meet fire and safety codes as set forth by the state and/or city fire officials. Exhibitors must provide certification of flame proofing as requested by ACNL or the fire department. Volatile or flammable fluids, substances or materials prohibited by fire regulations or insurance carriers are prohibited in all exhibitor areas.

Admittance to Exhibitor Area

Admittance to the exhibitor area is limited to individuals and/or organizations that have contracted and paid for assigned space. No other persons will be permitted access to the exhibitor area for the purpose of demonstrating products, distributing advertising materials, canvassing, soliciting, personnel recruiting, and soliciting participation in unauthorized surveys, or any other non-authorized purpose. Violation will result in expulsion from the exhibitor area.

Badges

ACNL will provide two (2) name badges per booth and includes continental breakfast, lunch and the evening exhibitor reception. Additional name badges may be purchased for \$75 each. These funds will be used to defray the cost of food.

Industry Partner Responsibilities

Each exhibitor must provide an attendant within the exhibit space during the open hours of the exhibition as defined previously.

Exhibitor name badges are personal and non-transferable. Each representative must wear the official name badge at all times while in the exhibit area. It is the responsibility of all exhibitors to restrict customer contact and business activities to within the confines of the exhibit space. No demonstrations or distribution of literature, or soliciting is permitted in the aisles or outside the exhibitor area.

Subletting of Space

Exhibitors may not assign, sublet or apportion the whole or any part of the space allotted and may not advertise or display goods or services other than those manufactured and/or sold by the exhibitor in the regular course of their business.

Liability and Security

Each exhibitor must make provision for the safeguarding of its materials, equipment and display at all times. ACNL will not be responsible for the loss of any exhibit by or for any cause. Exhibitors must leave the exhibit space in the same condition as was found when first occupied. The exhibitor shall assume all responsibility for damage to the space and shall indemnify and hold harmless ACNL for all liability that may ensue from any cause arising from the exhibitor's participation in the Annual Program and/or exhibitor activities.

It is agreed that the Pasadena Convention Center, shall not be liable for any loss, destruction, or damage to any exhibit; any theft or disappearance of any property contained in or about the exhibit space, whether such damage or loss be caused by the negligence of an employee, agent, or officer of the Pasadena Convention Center or ACNL. The exhibitor expressly waives all claims for any such loss, damage or thefts and the exhibitor agrees to indemnify and hold the Pasadena Convention Center and ACNL harmless for such claims.

Conference Educational Program

Participating in ACNL's Conference as an exhibitor and/or sponsor in no way enables the industry partner to influence the educational sessions presented during the Conference. No advertising, signage or solicitation regarding equipment, products or services will be allowed in the general session or break-out rooms.

Social Functions

Hospitality suites or events sponsored by exhibitors must be approved by ACNL. Social functions sponsored by exhibitors may not be scheduled during exhibit hours and may not conflict with organization functions. Any functions not approved by ACNL that could compete for attendees' time either during exhibit hours or program sessions are expressly prohibited.