

EXHIBITOR AND SPONSOR INFORMATION

2019

Rural Health and Hospitals Conference



c|h|a

Colorado Hospital
Association



March 6 – 8, 2019

Denver Marriott West
Golden, CO



EXHIBITOR AND SPONSOR INFORMATION

Colorado Hospital Association (CHA) is providing exhibiting and sponsorship opportunities for the 2019 Rural Health and Hospitals Conference scheduled for March 6-8, 2019 at the Denver Marriott West in Golden, Colorado. This meeting is Colorado's premier gathering of rural hospital leaders and decision makers.

Location & Attendance

The exhibit hall will be located in the Grand Ballroom of the Denver Marriott West. Exhibitors and sponsors are invited to attend all the education sessions and networking events enabling participants, exhibitors and sponsors opportunities for formal and informal interaction.

Mobile App

Exhibitors and sponsors will have access to the mobile app for the Rural Health and Hospitals Conference. The mobile app provides increased exposure for exhibitors and sponsors and the opportunity to connect with attendees.

Exhibitor and Sponsor Packages

Put your company's name at the forefront of attendees minds with CHA conference exhibiting and sponsorship opportunities. Build name recognition and drive traffic to your exhibit space with high-profile promotional opportunities.

EXHIBITOR PACKAGE\$1,850

- 6-foot, skirted display table and one chair (*materials must fit on display table and not block neighboring displays*)
- Logo recognition on conference signage
- Logo recognition on the conference mobile app
- One complimentary conference registration, including all meals, breaks, educational sessions and networking events (*Discounted price of \$175 for additional exhibitor representatives. Maximum of two additional representatives.*)

SPONSORSHIP PACKAGES

Are you thinking of upgrading your support of the Rural Health and Hospitals Conference? Consider adding one or multiple events:

- Opening reception in the Exhibit Hall \$2,250
Wednesday, March 6
- Breakfast \$1,650
Thursday, March 7
- Evening reception in the Exhibit Hall \$2,250
Thursday, March 7
- Breakfast \$1,650
Friday, March 8
- Coffee Sleeve \$3,500
Wednesday, March 6 - Friday, March 8

Each sponsorship package includes:

- Logo recognition with special signage for the event
- Logo recognition on the conference mobile app
- *One complimentary conference registration, including all meals, breaks, educational sessions and networking events (Discounted price of \$175 for additional exhibitor representatives. Maximum of two additional representatives.)*

Exhibit Hall Schedule

CHECK-IN AND SETUP HOURS:

- Wednesday, March 6: 10 a.m. – 12 p.m.
All Exhibitors/Sponsors must check in at the CHA registration desk prior to setting up. Displays must be set up by 12 p.m. on Wednesday, March 6. Contact Valerie Siebert-Thomas, CHA education manager, at valerie.siebertthomas@cha.com if you need to make special arrangements.

EXHIBIT HOURS:

- Wednesday, March 6
 - Coffee Break: 3:15 – 3:45 p.m.
 - Opening reception: 4:45 – 6 p.m.
- Thursday, March 7
 - Coffee Break: 9 – 9:30 a.m.
 - Coffee Break: 10:30 – 11 a.m.
 - Lunch: 12 – 1:30 p.m.
 - Refreshment Break: 2:45 – 3:15 p.m.
 - Reception: 4 – 5:30 p.m.

DISMANTLING:

- Thursday, March 7: 5:30 – 6:30 p.m.

Display Specifications & Payment

Display tables will be located in the general session meeting room. Displays must not block the visibility of neighboring exhibits and must not exceed the dimensions of the table.

Full payment is required with exhibit/sponsor signed contract. Indicate three table location preferences according to the enclosed floor plan. Tables are assigned on a first-come, first-served basis.

CHA accepts checks, VISA, MasterCard and American Express. Please provide appropriate contact and billing information with your payment and contract. If a check payment is accompanying your contract, make the check out to CHA and mail along with the contract to the address listed below.

Colorado Hospital Association
Attention: Education Manager
7335 E. Orchard Rd.
Greenwood Village, CO 80111

Exhibit Representatives

The exhibit fee includes complimentary registration for one representative from your company. Exhibitors and sponsors are invited to attend all education sessions and networking events. Additional representatives may register for a discounted price of \$175 each (maximum of two additional representatives). A registration form to register representatives will be provided with your confirmation packet. Submit one completed registration form for each representative and return to CHA by **Thursday, Feb. 22**.

Early Breakdown and Dismantling

Displays must remain intact until after the reception at 5:30 p.m. on Thursday, March 7. Displays cannot be dismantled or removed earlier.

Please note: CHA and Denver Marriott West are not responsible for displays left in the exhibit hall past 6:30 p.m. on Thursday, March 7.

Electrical

If you need electrical power, please contact Peggy McCreary, CHA meeting and events coordinator, at peggy.mccreary@cha.com or 720.330.6034. Charges for electrical will be at your expense.

Display Sharing

Companies wishing to share a table must have a formal contractual arrangement with one another. CHA must be notified in writing of the request to share a table at the time a contract is submitted. The contract must include both companies' information, including name and relationship and the reason for sharing space. You will be notified by CHA if your request is approved.

Subletting of Space

Exhibitors may not assign, sublet or apportion to others whole or any part of the space allocated, and may not advertise or display goods or services other than those manufactured or sold by them in the regular course of their business. An exhibitor may use equipment or the product of another exhibitor for the purpose of better product presentation of their own product but may not give credit to the manufacturer.

Shipping

If you will be shipping items to and from the hotel, you may incur a handling fee for all incoming and outgoing boxes. Charges for shipments will be at your own expense. Please contact Peggy McCreary, CHA meeting and events coordinator, at peggy.mccreary@cha.com or 720.330.6034 for more information.

Liability

CHA is not liable for materials during setup, exhibit hours or dismantling. The general sessions and exhibit hall are located in the Grand Ballroom.

Cancellations

If an exhibitor/sponsor cancels prior to Wednesday, Feb. 6 and the display can be resold, a full refund will be made. If it is not resold, a \$375 processing fee will be charged. If cancellation is made after Wednesday, Feb. 6, the full display fee will be charged. All notices of cancellation must be received in writing.

In Conjunction with Meetings

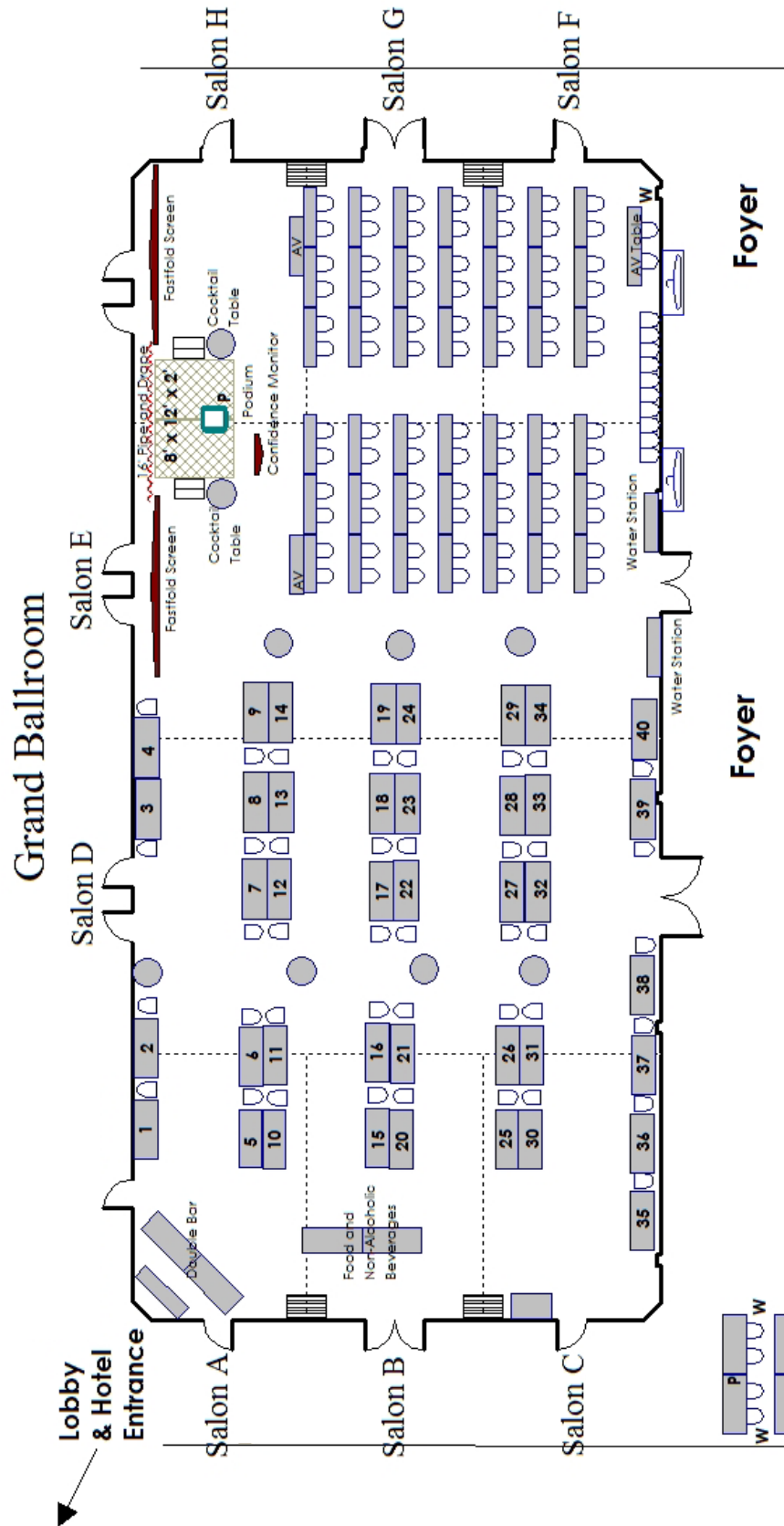
All meetings, events and/or activities held in conjunction with the 2019 Rural Health and Hospitals Conference by sponsoring companies and related organizations, whether at Denver Marriott West or at outside venues, must be approved by CHA. To receive approval, please contact Valerie Siebert-Thomas, CHA education manager, at valerie.siebertthomas@cha.com. "In Conjunction With" events are functions that include the CHA participants but are not planned or sponsored by CHA.

Hotel Information

CHA has secured a special discounted rate at the Denver Marriott West of \$139 per night. The deadline for the discounted rate is Monday, Feb. 18. In order to receive the discounted rate for CHA attendees, reservations may be made by calling 888.238.1803 and asking for the CHA 2019 conference room rate.

For questions about registration or hotel reservations, contact Peggy McCreary, CHA meeting and events coordinator, at peggy.mccreary@cha.com or 720.330.6034.

FLOOR PLAN



2019 RURAL EXHIBITOR/SPONSOR CONTRACT

2019 Rural Health and Hospitals Conference | Denver Marriott West | Golden, Colorado | March 6 – 8, 2019

INSTRUCTIONS: Complete this form with your company information as you want it to appear in all conference materials.

COMPANY INFORMATION

Company Name _____

Company Address _____

City _____ State _____ Zip _____

Email _____

Website _____ Twitter _____

Company Description: *(To be used on the mobile app.)* Please print or type using 25 words or less.

Industry: _____

Main Competitor(s): _____

PRIMARY CONTACT INFORMATION

Primary Contact Name _____

Title _____

Telephone _____ Email _____

RURAL HEALTH AND HOSPITALS CONFERENCE EXHIBITOR AND SPONSORSHIP OPPORTUNITIES - ASSOCIATE MEMBERSHIP REQUIRED

Exhibitor

Exhibitor Fee \$1,850

Please indicate your preferred display table location: Table Preference #1 ___ Table Preference #2 ___ Table Preference #3 ___

Sponsorship

Opening Reception, Wednesday, March 6 \$2,250 Evening Reception, Thursday, March 7 \$2,250

Breakfast, Thursday, March 7 \$1,650 Breakfast, Friday, March 8 \$1,650

Coffee Sleeve, Wednesday March 6 - Friday, March 8 . \$3,500

TOTAL AMOUNT OWED \$ _____

NOTE: Selection does not guarantee availability. Booths and sponsorship levels are limited and are offered on a first-come, first-served basis based on date both contract and payment are received.

CANCELLATION POLICY: If an exhibitor/sponsor cancels prior to Wednesday, Feb. 6 and the display can be resold, a full refund will be made. If it is not resold, a \$375 processing fee will be charged. If cancellation is made after Wednesday, Feb. 6, the full display fee will be charged. All notices of cancellation must be received in writing on or before the date specified.

We hereby agree to exhibit and/or sponsor at the 2019 CHA Rural Health and Hospitals Conference, according to the terms and conditions outlined on the previous pages of the CHA Exhibit Packet.

Signature _____ Date _____

PAYMENT: Your exhibitor/sponsorship payment is due in full on or before Feb. 22, 2019.

PAYMENT OPTIONS Check Credit Card (VISA, MASTERCARD, AMERICAN EXPRESS ONLY)

Card Number _____

Expiration Date _____ CVV Code _____

Full Name on Card _____

Signature _____

CHECKS PAYABLE TO: Colorado Hospital Association, Attn: Education Manager, 7335 E. Orchard Road, Greenwood Village, CO 80111