

Exhibitor & Sponsor Prospectus

VASN 2017 Annual Conference

Virginia Association of School Nurses

33rd Annual VASN Fall Conference

November 3 & 4, 2017

Norfolk Hilton – The Main

For More Information:

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About the VASN Conference

This conference is a multifaceted approach that provides professional development to school health personnel on health promotion, disease prevention, school nursing practice, and leadership/legal topics. Attendees will include school nurses, school nurse coordinators, and health services supervisors who are influential in the decision making for their health program purchases.

Join VASN, Inc. this year and access Virginia’s most valuable concentrated audience of school nurses and nursing supervisors anywhere in the state. Educational offerings, like the Annual Conference, enhance school nursing competencies and promote evidence-based practice in the delivery of health care to all students across the state.

Don’t miss out on this premier opportunity to help Virginia nurses learn about new research and technological advances in your field! Come and build new relationships with nursing leaders and reconnect with existing customers.

We invite and encourage you to help make the Annual VASN, Inc. Fall Conference a valuable and successful experience by supporting various events. We also encourage you to exhibit a table showcasing your organization’s expertise and experience in health services, education information technologies, services, and solutions.

<p>Topics: Child Health, School Nursing Practice, Infectious Diseases, and Acute Care</p>	<p>Get Involved : Meals and Break Sponsorships, Sponsor Attendee Items and Speaking Sessions</p>	<p>Your participation: offers direct & personal contact with state nurses and decision makers.</p>	<p>Booth Traffic Builders: Exhibitor Scavenger Hunt/Passport, Raffle Drawings, Prize Give-A-Way</p>
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EXHIBITOR INFORMATION

Exhibit Table Rental Rates

VASN Fall Conference Price, November 3-4, 2017:

Commercial/For-Profit Exhibitor	\$800.00 per table
Non-Profit Exhibitor	\$300.00 per table

Exhibition Hours

Thursday Set Up:	12:00pm — 7:00pm
Friday:	7:00am — 5:00pm
Saturday:	7:00am — 4:00pm

TIMES ARE SUBJECT TO CHANGE. A LIST OF FINAL EXHIBIT HOURS WILL BE EMAILED OUT ONE WEEK PRIOR TO THE EVENT

Exhibit Installation & Dismantling Notes

All exhibits must be installed or dismantled within the specified hours.

Installation: 6:00am—7:00am | Thursday, Nov. 2, 2017
7:00am—8:00am | Friday, Nov. 3, 2017

Dismantle: 4:00pm—5:30pm | Saturday, Nov. 4, 2017

***Dismantling must not start prior to the close of exhibit hours. ***

Exhibitor Reservation Procedure

All contracts must be accompanied by a **50% deposit**. Table space will not be confirmed until payment is received. All fees must be paid in full before exhibiting company will be permitted to register on-site or occupy table space.

Please make checks payable to VASN, Inc.

Balance of payment is due October 15, 2017

VASN Sponsorship Opportunities

VASN, Inc. is pleased to offer numerous sponsorship opportunities for the 33rd Annual VASN, Inc. Fall Conference in Norfolk, VA!

VASN, Inc. will work with each sponsor to identify the opportunity that best fits the goals, objectives and resources available. We are committed to finding opportunities that are a win for VASN, Inc. members AND for your organization. VASN, Inc. offers sponsorships for every budget.

All VASN, Inc. Sponsors will receive their name on the official VASN, Inc. website. Your companies name and logo will also appear in the onsite materials along with a thank you note listed in the VASN, Inc. Annual Awards Program recognizing excellence in school nursing. High level sponsors will also be listed in e-blasts and marketing tools used to draw more attention to the Annual Conference.

Sponsorship Options

Item	Purchase Price
Lanyards	\$750
Totebags	\$750
Totebag Flyer	\$100
Friday Lunch	\$2,500
Friday Dinner	\$2,500
Friday Morning Break	\$600
Friday Afternoon Break	\$600
Saturday Recognition Lunch	\$3,500
Saturday Morning Break	\$600

Sponsorship Levels

Description	Purchase Price	Above other Values
Bronze	\$500	1 Free Friday Lunch Ticket
Silver	\$650	1 Free Friday and Saturday Lunch Ticket
Gold	\$1,000	25% off Table Rental ,2 Free Friday and one Free Saturday Lunch Tickets
Platinum	\$1,500	50% off Table Rental, 2 Free Friday and two free Saturday Lunch Tickets
Diamond	\$2,000	Free Table, 6 Meal Tickets

If you are interested in sponsoring an event or item at the Annual VASN, Inc. Fall Conference, please fill out the section below and submit it with the exhibitor contract and the sponsorship agreement.

Sponsorship Item _____ **Price** _____

Signature _____ **Date** _____

Reservation Procedure and Cancellation Policy:

Sponsorships must be paid in full by October 15, 2017. Any sponsor who cancels all or part of a sponsorship will not receive a refund and VASN, Inc. will retain as liquidated damages all monies paid.

Please e-mail Maggie Pearson, mpearson@conferencemanagers.com if you have any questions.



33rd Annual VASN Conference — Exhibit Space Application & Contract

Exhibit Dates: November 3 & 4, 2017

Company Information

Company Name _____ Contact _____

Street Address _____

City _____ State _____ Zip _____ Phone _____

Email _____ Website _____

Signature _____ Date _____

Table Rental Rates (please mark your selection below in the check box)

- Commercial/For-Profit Exhibitor \$800.00 per table
- Non-Profit Exhibitor \$300.00 per table

Reservation Procedure

All contracts must be accompanied by a deposit check of 50% of the total cost of your table. Table space will not be confirmed until payment is received. All fees must be paid in full before exhibiting company will be permitted to register on-site or occupy table space.

Only checks will be accepted for payment, no credit cards please.

Please make checks payable to VASN, Inc. Balance of payment is due October 15, 2017

Please mail the attached Exhibit Space Application and Contract to:

VASN Conference
Exhibits Manager
512 Herndon Parkway, Suite D
Herndon, VA 20160
Fax: 703-964-1246 x150
E-mail: mpearson@conferencemanagers.com

Sponsorships Purchased: _____

Table Rate Purchased: _____

Grand Total Due: _____

Amount Enclosed: _____

CHECK HERE IF EXHIBITING AT BOTH EVENTS

Cancellation Policy

Any exhibitor who cancels all or part of purchased table space on or prior to October 15, 2017, will forfeit and pay to VASN, Inc., as liquidated damages, a sum of money equal to 50% of the full price of said exhibitor's table space. Any exhibitor who cancels all or part of purchased booth space after October 15, 2017 will forfeit and pay to VASN, Inc. as liquidated damages, a sum of money equal to 100% of the full price of said exhibitor's table space. In the event of a default by the exhibitor, as set forth in the previous sentence, the exhibitor shall forfeit as liquidated damages, the amount set forth above, regardless of whether Show Management enters into a further lease for the space involved.

Exhibit Table Installation & Dismantling Notes

All exhibits must be installed or dismantled within the specified hours.

Installation: 12:00pm—7:00pm | Thursday, November 2, 2017 & 6:00am—8:00am | Friday, November 3, 2017

Dismantle: 4:00pm—5:00pm | Saturday, November 4, 2017

***Dismantling must not start prior to the close of exhibit hours. ***

2017 VASN, Inc. Exhibitor and Sponsorship Contract Agreement

General Information

- The amount identified above is the sum your Company is contractually committed to pay.
- All monies owed VASN, Inc. must accompany a signed contract.
- Payment will only be accepted by check.

Payment and Open Invoices Aged Beyond 90 Days

VASN, Inc. requests prompt payment of all invoices as the success of VASN, Inc.'s Annual Conference is dependent upon the receipt of committed funds. As VASN, Inc.'s budgeting and its contractual commitments are based upon committed sponsorship dollars, no refunds, reductions in committed amounts, or "carry overs" (to future events) will be available for any reason. In the event of any uncured breach or default by Company, VASN, Inc. may in its sole discretion apply any payments made by Company to VASN, Inc. under this or any other agreement it has with VASN, Inc. to any liability or debt incurred by Company as a result of any breach or default of any other agreement Company has with VASN, Inc..

Agreement

This document constitutes the entire agreement between the parties regardless of prior negotiations and/or understandings and is binding upon VASN, Inc. only if executed by an authorized staff member regardless of any written or oral representation of any agent, Board member, officer, or other employee of VASN, Inc. This Agreement may be amended or supplemented by a written document referencing this Agreement and signed by both parties.

In the case of any act of cause outside the control of the parties, including, but not limited to, acts of war, terrorism, fire, strike, natural disaster, or other emergency, that makes the holding of the event impossible, impractical or inadvisable (including curtailing the travel of 25% or more the anticipated attendees), VASN, Inc. may retain such part of the exhibitors and sponsor's fees as shall be required to recompense it for its expenses and obligations related to the event. In the alternative, VASN, Inc. may credit sponsor an amount, determined solely in VASN, Inc.'s discretion, for a future event. Notwithstanding the foregoing, VASN, Inc. shall attempt to maximize its resources to avoid such liabilities.

Exhibitors and Sponsors acknowledge that their participation at the event is at the sole business discretion of VASN, Inc. Exhibitors and Sponsors agree that they will not directly or indirectly, expressly or implicitly, solicit, recruit or otherwise promote to VASN, Inc.'s event participants any product, service or organization that is any way competitive with VASN, Inc. without the advanced written consent of VASN, Inc.

Exhibitors and Sponsors acknowledge that the VASN, Inc. Annual Conference event covered by this agreement and all Sponsorship opportunities, and all related activities, events and their component parts occurring during the dates identified above are conducted and controlled exclusively by and for VASN, Inc. Sponsor recognizes that the Sponsorship opportunity granted hereunder is non-transferable, nor can it be assigned, subdivided, bifurcated, or parceled out in any manner, either with or without compensation, by Sponsor. Only VASN, Inc. Sponsors may receive recognition, in any form or fashion, by VASN, Inc., as determined by VASN, Inc. in its sole discretion. Failure to abide by this provision constitutes a material breach of this Agreement. In such a case, VASN, Inc., at its sole discretion, shall be released from any and all obligations to Sponsor hereunder, and retain all of Sponsor's contribution.

Exhibitors and Sponsors agree to indemnify and hold VASN, Inc. harmless from any and all claims and/or liabilities, including reasonable attorneys' fees, resulting from Sponsors, officers, directors, agents and employees, errors, acts, omissions, or negligence in connection with the event.

We hereby agree to sponsor the item(s) that we have been invoiced for by VASN, Inc. for the VASN, Inc. 2017 Annual Conference and fully understand that by the signature below this form shall become a binding contract and is subject to the Exhibitor and Sponsorship Terms and Conditions, as outlined in the prospectus materials and those established by VASN, Inc. We also agree to the Exhibitor and/or Sponsor terms located on the Exhibit Space Application and Contract and prospectus.

Signature _____ Date _____

Name _____ Title _____