American Academy of Ambulatory Care Nursing

Forty-Third
Annual Conference

The premier conference for ambulatory care and telehealth nurses

Exhibit Prospectus

Lake Buena Vista, FL
Walt Disney World
Dolphin Hotel

May 9-12, 2018
Dear Exhibitor:

The American Academy of Ambulatory Care Nursing (AAACN) is planning its 43rd Annual Conference to be held May 9-12, 2018, at the Walt Disney World Dolphin Hotel in Lake Buena Vista, FL. AAACN would like to invite you to become an exhibitor. As an exhibitor you will have an outstanding opportunity to personally present your important sales and marketing message to hundreds of ambulatory care nursing leaders. The 2018 conference in Lake Buena Vista is anticipating over 1,100 attendees!

The American Academy of Ambulatory Care Nursing (AAACN) is the association of professional nurses who identify ambulatory care nursing as essential to the continuum of high quality, cost effective care.

AAACN Goals
• Be the voice of ambulatory care nursing
• Build collaborative relationships
• Promote professional practice
• Strengthen the AAACN resource base
• Stimulate innovative thinking
• Develop AAACN leadership ability & capacity

The exhibit hall will be well attended, insuring high visibility for your booth and products. Program hours and exhibit hours have been coordinated to be mutually exclusive – that is, your exhibit time will not compete with programs or other activities. A continental breakfast, dessert break and two refreshment breaks will be held within the exhibit hall, insuring outstanding exposure.

Can your company afford to miss this opportunity? Your exhibit fee for a 10’x10’ booth is $1600. Each booth will include a 6-foot draped table and two chairs.

Take advantage of this special opportunity to exhibit among some of the most influential ambulatory care nursing leaders in the nation. Join us for AAACN’s 43rd Annual Conference in Lake Buena Vista!

Sincerely,

Tom Greene, Director of Marketing
856-256-2367 • tom.greene@aaacn.org

Reserve your Exhibit Space Now!
SPACE ASSIGNMENT/FEES

All applications for space must be filed on the form provided by the AAACN Conference. Duplicate copies of this form and please keep one for your files. The AAACN Conference may, at its discretion, accept or reject any application for space. AAACN Corporate members are assigned on a priority basis.

TERMS OF PAYMENT & CANCELLATIONS

A deposit in the amount of 50% for each exhibit space is required at the time of application for space. AAACN accepts VISA, MC and AMEX along with check payments. The balance of payment shall be due upon receipt of confirmation. Assignments not rejected by the exhibitor within 14 days from the notification space assignment will be considered accepted by the exhibitor and may, thereafter, be rejected or the contract cancelled only with the approval of the Exhibit Manager. Should any contingency prevent holding of the conference or exhibition, the sponsoring group shall not be held liable for any expense incurred by the exhibitor. Exhibitors canceling before February 12, 2018 will forfeit their deposits. Exhibitors canceling after this date will be charged full space rental, whether the space is paid in full or not.

EXHIBITOR SERVICES

The following services will be provided to exhibitors at no additional charge:
- Pre-Registration list of attendees distributed on-site
- Pipe/drape with ID sign and wastebasket
- Six-foot draped table with 2 chairs
- Security Guard service during exhibit set up and exhibit days
- Daily cleaning of aisles in exhibit area.

SPECIAL REGULATIONS

Subletting of Space – The subletting or assigning of space is prohibited. Two or more companies may not exhibit in a single space unless special arrangements have been made with the Exhibit Manager.

Conduct – Unethical conduct or infractions of rules on the part of the exhibitor or his or her representatives or both will subject the exhibitor or his or her representatives or both to dismissal from the exhibit hall. In this event, it is agreed the AAACN Conference shall make no refund and the exhibitor or his or her representatives will make no demand for redress. Disregard for any rule stated here is considered just reason for the AAACN Conference to prohibit an exhibitor from attending all future AAACN Conference activities.

SECURITY AND LIABILITY

Each exhibitor must make provisions to safeguard their goods from the time they are placed in the exhibit area until removed.

The AAACN Conference, Exhibit Manager, Anthony J. Jannetti, Inc., nor the hotel will act for the exhibitor and their representative or in the capacity of agency, and not as principal; and that the AAACN Conference, Anthony J. Jannetti, Inc. and the hotel assume no liability whatsoever from damages, for any act of omission or commission on connections with said agency, and that the exhibitor and their representatives hereby release the AAACN Conference, Anthony J. Jannetti, Inc. and the hotel for any liability for loss ensuing from any cause whatsoever.

The rules and regulations are to be construed as part of all space contracts. The AAACN Conference reserves the right to interpret them as well as make final decisions on all point the rules and regulations do not specifically cover.

HOTEL ACCOMMODATIONS

Walt Disney World Dolphin Hotel
1500 Epcot Resorts Boulevard
Lake Buena Vista, FL 32830
Phone: 407-934-4000

Plan to make your hotel arrangements as early as possible, directly on the AAACN website: www.aaacn.org.

ADVANCED WAREHOUSE SHIPPING

AAACN 43rd Annual Conference
C/o Brede/Allied Conv. Services
2502 Lake Orange Drive
Orlando, FL 32837

Official Exhibit Service Contractor
Brede/Allied Conv. Services
info@bredeallied.com
Phone: 407-851-0261

REGISTRATION

The official registration area will be open daily. All attendees will be required to register, and admission to the exhibits will be by badge only. A special exhibitor registration area will be provided.

Communications with reference to exhibits at the AAACN Conference should be addressed to:

AAACN Conference
Tom Greene, Director of Marketing
Lauren McKeown, Marketing Coordinator
AAACN National Office
East Holly Avenue/Box 56
Pitman, NJ 08071
Phone: 856-256-2432
Fax: 856-589-7463
Email: lauren.mckeown@aj.com
Conference Dates: May 9-12, 2018 | Exhibit Dates: May 10-11, 2018
Walt Disney World Dolphin Hotel — Lake Buena Vista, FL

Exhibit Hall
Northern Hemisphere Ballroom

Booth cost $1600

AAACN reserves the right to modify the schedule at any time. Exhibitors will be notified if this occurs.

2018 Exhibit Schedule

Wednesday, May 9
Exhibits Setup
12:00 pm – 5:00 pm

Thursday, May 10
Exhibits Open
9:15 am – 10:30 am
Refreshment Break in Exhibit Hall
Exhibits Open
3:00 pm – 4:00 pm
Dessert Break in Exhibit Hall

Friday, May 11
Exhibits Open
7:00 am – 8:00 am
Continental Breakfast in Exhibit Hall
Exhibits Open
9:30 am – 10:45 am
Refreshment Break in Exhibit Hall
Exhibits Teardown
10:30 am – 2:00 pm