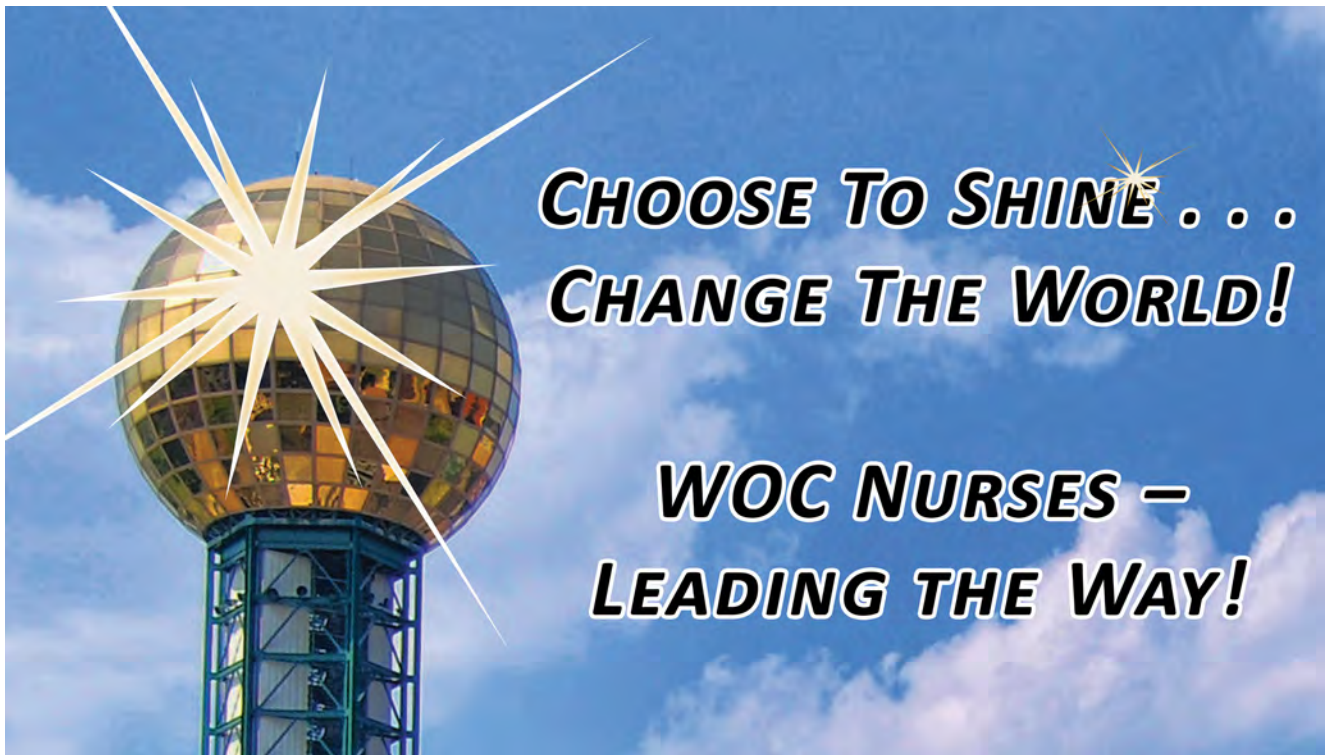


Southeast Region of the WOCN® Society Annual Conference Prospectus



***CHOOSE TO SHINE . . .
CHANGE THE WORLD!***

***WOC NURSES –
LEADING THE WAY!***

Southeast Region

of the



Wound, Ostomy and
Continence Nurses Society®

Knoxville, TN

Sep. 28 - 30, 2017

**Holiday Inn World's Fair Park
Knoxville Convention Center**

EXHIBITOR SCHEDULE OF ACTIVITIES

THURSDAY, SEPTEMBER 28

12 PM - 4 PM Exhibitor Registration & Setup
(no earlier than Noon)

4:15 - 7:00 PM Grand Opening of Exhibit Hall
Reception with hors d'oeuvres
and Cash Bar

Free evening:

(Exhibitors are free to invite attendees for dinner after exhibits close)

FRIDAY, SEPTEMBER 29

10:15 - 12:30 PM Exhibits

12:30 - 2:30 PM Exhibit tear down

** The exhibitor schedule of activities is subject to change*

You are invited to exhibit September 28 and 29, during the Southeast Region of the Wound, Ostomy and Continence Nurses Society™ Annual Conference, held at the Knoxville Convention Center / Holiday Inn World's Fair Park. Help our WOC nurses "Lead the Way" during five hours of quality exhibit time. Don't forget, educational sessions are included* in the exhibitor fee, and exhibitors are encouraged to attend. Network, develop new customers and expand your company name with those in your field. Sign up to reserve your booth today!

** Regular attendee fee is required to receive Contact Hours*

CONTACT: **BERNIE HABERER**

727-238-5140 (phone)

727-269-5760 (fax)

bhe@serwocn.org

www.serwocn.org

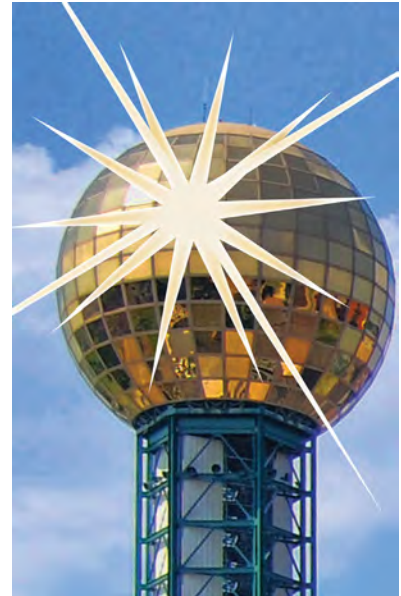


Image courtesy of Knoxville CVB

**KNOXVILLE CONVENTION CENTER
HOLIDAY INN WORLD'S FAIR PARK
KNOXVILLE, TN**

2 - Choose to Shine...Change the World! WOC Nurses - Leading the Way!

EXHIBITOR SPONSORSHIP OPPORTUNITIES

EXHIBITOR OPPORTUNITIES

For prime exhibit space, please consider funding an educational symposium, conference sponsorship and/or unrestricted educational grant. This year we have a number of educational symposium and conference sponsorship options available. Payment for all exhibitor opportunities is in addition to the cost of exhibiting, unless stated otherwise. Additional recognition will be given to exhibitors who reach our recognition levels. Recognition levels are met by supporting the SER of the WOCN® Society financially through a variety of options such as exhibitor fee(s), conference sponsorship opportunities, educational symposiums and unrestricted educational grants. Exhibitors will be individually recognized for their contribution in the conference program booklet and signage throughout the conference. The level of recognition will be dependent upon the total amount of contribution.

- **Diamond \$10,000 or greater**
includes 1 year Website recognition
- **Gold \$6,000-\$9,999**
includes 8 month Website recognition
- **Silver \$3,000-\$5,999**
includes 4 month Website recognition

CONFERENCE SPONSORSHIPS

Sponsorships are an excellent opportunity for exhibitors to market themselves. Requests for sponsorship time slots are on a first come basis. Sponsorships include:

- **\$2,500 (Unrestricted Educational Grant)**
 - Pre-Conference Breakfast, Thursday, Sep. 28th
- **\$1,500**
 - Conference Tote Bags ← **Sold**
- **\$500**
 - Afternoon Break, Thursday, Sep. 28th
 - Afternoon Break, Friday, Sep. 29th
 - Morning Break, Saturday, Sep. 30th

HOST A NON-CE SYMPOSIUM

Educational Symposiums offer exhibitors an exclusive way to share their message by sponsoring a meal and educational lecture with a speaker and topic of their choice. Interested exhibitors are asked to submit an application to sponsor a symposium and will be responsible for **all costs associated with its symposium. Requests for a specific time slot are on a first come/paid basis.**

- **Lunch Sympo**
- **Breakfast Syn**
- **Lunch Sympo**
- **Dinner Sympo**
- **Breakfast Syn**

SOLD

TO CONFIRM YOUR NON-CE SYMPOSIUM:

There is a non-refundable fee of **\$400.00**, payable with your application. This fee will include a basic AV package for your presentation consisting of:

- Screen
- Microphone
- Projector
- Remote
- Connections and cables

Note: Exhibitor Booth **is not** included. Any additional AV needs will be at your expense. All fees and expenses paid for hosting a Symposium will be applied toward your sponsorship level.

~~Application form~~

UNRESTRICTED EDUCATIONAL GRANTS

Exhibitors may support the SER of the WOCN® Society through an unrestricted educational grant to help us reduce conference costs.

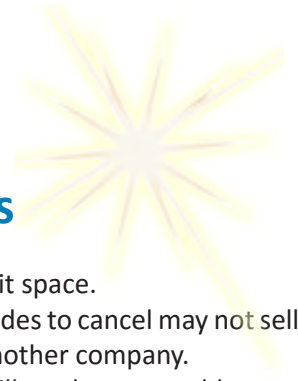
NO CONFLICTING EVENTS

No conflicting events may be held at the same time as any activities scheduled during the SER of the WOCN® Society's conference exhibit times, educational sessions, or symposia offerings.

For information about sponsorships / grants, contact: **Bernie Haberer at 727-238-5140 or bhe@serwocn.org.**

3 - Choose to Shine...Change the World! WOC Nurses - Leading the Way!

EXHIBITOR INFORMATION



BOOTH INFORMATION

Each 8' x 10' booth is priced at \$1,000. Booths will be piped and draped, carpeted and include:

- **One 44" x 7" sign identifying the company**
- **One draped and skirted 6' table**
- **Two chairs and one wastebasket**
- **List of Attendees ***

**Per ANCC guidelines, the list is restricted to attendees agreeing to share their contact information*

PERSONNEL INFORMATION

Two representatives are included per exhibit booth. An additional fee of \$150 will be charged for each extra person. There is a maximum of four representatives per booth at any time. Unregistered booth personnel will be asked to leave the premises.

EXHIBIT RESERVATIONS

The SER of the WOCN® Society will process exhibit reservations only upon receipt of the completed exhibit contract and payment in full for the exhibit booth(s). Exhibit booth assignments are made at the discretion of the Director of Conference Planning. The SER of the WOCN® Society reserves the right to reject, restrict or reassign any exhibit as may be required in the best interest of other exhibitors or the SER of the WOCN® Society, prior to and during exhibit hall hours.

EXHIBIT HALL SERVICES

Additional furnishings, labor, freight, and/or drayage services may be rented at exhibitor expense from **All Convention & Expo Services (ACES)**

Upon receipt of your paid registration, we will provide your name and contact information to **ACES**. They will then contact you and provide an exhibitor service kit illustrating their available products and services and pricing

Electricity and Internet service will need to be ordered through the **convention center**. You will receive additional information with your confirmation packet as well.

EXHIBITOR GUIDELINES

- Exhibitors may not share exhibit space.
- An exhibitor company that decides to cancel may not sell or assign its exhibit space to another company.
- Spillover into the aisle space will not be acceptable.
- Food or drink served at your display must be provided by the hotel.
- Exhibitors must comply with all federal, state, and local fire and building codes.
- Exhibitors are prohibited from the following: loud or amplified speech or music, distracting bright lights, or utilization of space outside an exhibit or in the aisles.
- Propane or bottled gas within the building is prohibited. Helium balloons are allowed inside the exhibit areas. There will be a charge to retrieve any balloons.

SECURITY AND LIABILITY

Exhibitors are responsible for their own booths and possessions during the hours that the exhibits are open. The exhibit hall will be locked during closed hours. Upon signing the Contract to Exhibit, it is understood that the exhibitor agrees to make no claims against the agents, employees, members, or representative of the SER of the WOCN® Society or the **Knoxville Convention Center** for loss, theft, damage, or destruction of goods, nor for injury to either himself/herself or employees while on the Convention Center property. Should any emergency arise prior to the opening of the conference and exhibits that would prevent the conference from being held, it is expressly understood that the SER of the WOCN® Society will not be held liable for any expense or losses incurred by exhibitors.

HOTEL ACCOMODATIONS

The **Holiday Inn World's Fair Park** has reserved a block of rooms to be available for our attendees and exhibitors from September 27th through 30th at the discounted rate of \$130 /night (single or double). Reservations must be made by August 27, 2017, after which the normal rates apply.

Reservations may be made directly with the hotel by calling 1-800-264-1579 (use group code: WOM to receive this rate), or by using the link provided on our website: www.serwocn.org/Conference

EXHIBITOR REGISTRATION FORM

Company Name (For your booth identification sign) _____

Exhibitor Contact Person for Conference _____

(This person will arrange for payment and receive all correspondence prior to, and following the conference)

Office Phone _____ Mobile Phone _____

E-Mail _____

Booth Captain (if different than Contact Person) _____

Office Phone _____ Mobile Phone _____

E-Mail _____

Names for Badges: *Two (2) badges are included per booth. There is a four (4) person maximum per booth. Print names legibly.*

1. _____ 2. _____

3. _____ 4. _____

Names for Second Booth:

1. _____ 2. _____

3. _____ 4. _____

Will you need electrical power at your booth (must be ordered separately from the Convention Center) _____ Yes _____ No

List any companies to avoid assigning next to your booth _____

For additional information contact:

Bernie Haberer

727-238-5140 (phone)

727-269-5760 (fax)

bhe@serwocn.org

www.serwocn.org



EXHIBITOR CONTRACT & PAYMENT OPTION

CONTRACT TO EXHIBIT AT THE SER OF THE WOCN® SOCIETY 2017 CONFERENCE

Date _____

The SER of the WOCN® Society hereby leases to _____
(company name)

Address _____

City, ST, ZIP _____

One or more 8' x 10' booth(s) for the purpose of exhibiting, demonstrating, and otherwise advertising their products at the SER of the WOCN® Society conference, September 28 and 29, 2017. In consideration of this lease, the lessee hereby agrees to pay to the order of SER of the WOCN® Society, the sum of \$1,000 per booth. For each booth leased, the exhibitor will be allowed two representatives. A fee of \$150 will be charged for each additional representative. **There is a maximum of four representatives per booth at any time. Unregistered booth personnel will be asked to leave the premises.**

Booth placement is assigned by the Director of Conference Planning. Consideration for location is given based on sponsorship level, date payment is received and requests of competitors to avoid.

Cancellations must be requested in writing by August 15, 2017 and are subject to a \$100 processing fee. No cancellation or refunds will be granted after August 15, 2017. By signing and entering into this contractual agreement with the SER of the WOCN® Society, the exhibitor agrees to the terms contained in the above, as well as terms of the venue and exhibit service providers.

Authorized Representative of Exhibitor:

Signature and Title

Print Name

Please check desired sponsorship and/or exhibit opportunities:

- a. Exhibitor _____ booths @ \$1,000 each = \$ _____
 b. Additional Personnel _____ x \$150 each = \$ _____

Sponsorships:

- Pre-Conference Breakfast..... \$2,500 = \$ _____
 ~~Conference Tote Bags..... \$1,500 = \$ _____~~
 Afternoon Break on Thursday..... \$500 = \$ _____
 Morning Break on Friday..... \$500 = \$ _____
 Afternoon Break on Friday..... \$500 = \$ _____
 Morning Break on Saturday..... \$500 = \$ _____
 *Grant Restricted Unrestricted = \$ _____

Total Due = \$ _____

* Additional form will be sent for Grant Information

PAYMENT OPTIONS:

**Check enclosed made payable to:
SER WOCN Society
36181 East Lake Road Ste. 376
Palm Harbor, FL 34685**

**Pay by Credit Card. Please email an Invoice
and payment link to:**

Name: _____

Email: _____

Phone: _____

Credit Card payments are processed through PayPal®

WOCN® Society is a not-for-profit corporation. Its tax ID number is 25-1251887. W-9 form provided upon request.