

# NORTH CAROLINA EMERGENCY NURSES SYMPOSIUM 2022 EXHIBITOR PROSPECTUS

NOVEMBER 3-4, 2022 | MAHEC EDUCATION BUILDING | ASHEVILLE, NC



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For more information, visit us online at  
[ncena.nursingnetwork.com](https://ncena.nursingnetwork.com)



## EXHIBIT HALL DATES & TIMES

### EXHIBIT SET-UP

**Thursday, November 3** 8:00 am–10:00 am

### EXHIBIT HALL HOURS

**Thursday, November 3** 10:15 am–10:45 am  
11:45 am–1:00 pm  
3:00 pm–3:30 pm

**Friday, November 4** 9:00 am–9:30 am  
11:30 am–12:45 pm

### EXHIBIT TEAR DOWN

**Friday, November 4** 1:00 pm–3:30 pm



## LOCATION

### DIRECTIONS

#### MAHEC Education Building

#### Mary C. Nesbitt Biltmore Campus

121 Hendersonville Road, Asheville, NC 28803

Mountain Area Health Education Center (MAHEC) will host this year's symposium. To encourage traffic, the exhibit area(s) will be located between the Lecture Hall and Commons and will serve as the Refreshment Area.

## ACCOMMODATIONS

### BOOK ONLINE

#### Hampton Inn & Suites

#### Asheville Biltmore Village

117 Hendersonville Road, Asheville, NC 28803

**Phone:** 828-277-1800 **\$137.00** per night (*plus tax*)

On behalf of the meeting participants, the meeting organizers have reserved a block of rooms from November 2–6, 2022, at a significantly discounted rate. These special room rates will be available until **October 3, 2022**, or until the group block is sold-out, whichever comes first. When inquiring, be sure to ask for the "NC Emergency Nurses Association" special rate or reserve your stay online. To ensure availability, please submit your reservation as soon as possible.

## HISTORY

The North Carolina Emergency Nurses Symposium is North Carolina's premier emergency nurses' event of the year, bringing together stretcher-side emergency nurses, advanced practice nurses, educators, managers, and directors for cutting-edge clinical and leadership education and networking. We expect an attendance of over 150 to this exciting and highly anticipated event.

## EXHIBITOR FEES

### \$1,000

Early Bird Registration (*paid by 7/29/22*)

### \$1,250

Regular Registration (*paid by 7/30/22–9/30/22*)

### \$1,350

Late Registration (*paid after 10/1/22*)

### Included in all exhibit packages:

- (1) 6-foot draped tabletop exhibit space
- (2) complimentary registration and vendor badges\*
- Placement on Exhibitor Hall Bingo Card\*\*
- Access to breakfast, lunch, and refreshment breaks for both days for up to (2) company representatives

*\*Badges for additional representatives may be purchased for \$100 each.*

*\*\*Placement on the Exhibitor Hall Bingo card is limited to Early/Regular Registration.*

## REFUNDS & CANCELLATIONS

- Cancellations received in writing on or before **July 29, 2022**, will be issued a refund minus a 25% administrative fee.
- Cancellations received in writing between **July 30 and September 30, 2022**, will be issued a refund minus a 50% administrative fee.
- Cancellations received after **October 1, 2022**, will not be issued a refund.

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## SPACE ASSIGNMENT

Space will be assigned in the order in which applications with payment are received. Sponsors will be given priority placement. Exhibitors wishing to avoid assignment of space adjacent to a particular competitor should indicate this on their application. The Planning Committee reserves the right to alter the floor plan at any time without prior notice.

## SECURITY & LIABILITY

A security guard will not be in the exhibit area when the exhibits are closed, and the safekeeping of the exhibitor’s property shall remain the responsibility of the exhibitor. MAHEC and NC ENA are not responsible for theft, loss, or damage which may occur and advise each exhibitor to be sure that stands, equipment, and material is insured at full value and stored each evening for safe-keeping.

## LEAD CAPTURE LIST

All exhibitors and sponsors will be provided with a demographic list (e.g., discipline, organization, city, and state). Sponsors will be provided a full lead capture list of those attendees who opt-in to sharing their specific participant data (e.g., names, titles, email addresses, and phone numbers). Exhibitors and sponsors may solicit additional personal information from individual attendees during exhibit hall hours.

## CONDUCTING EXHIBITS

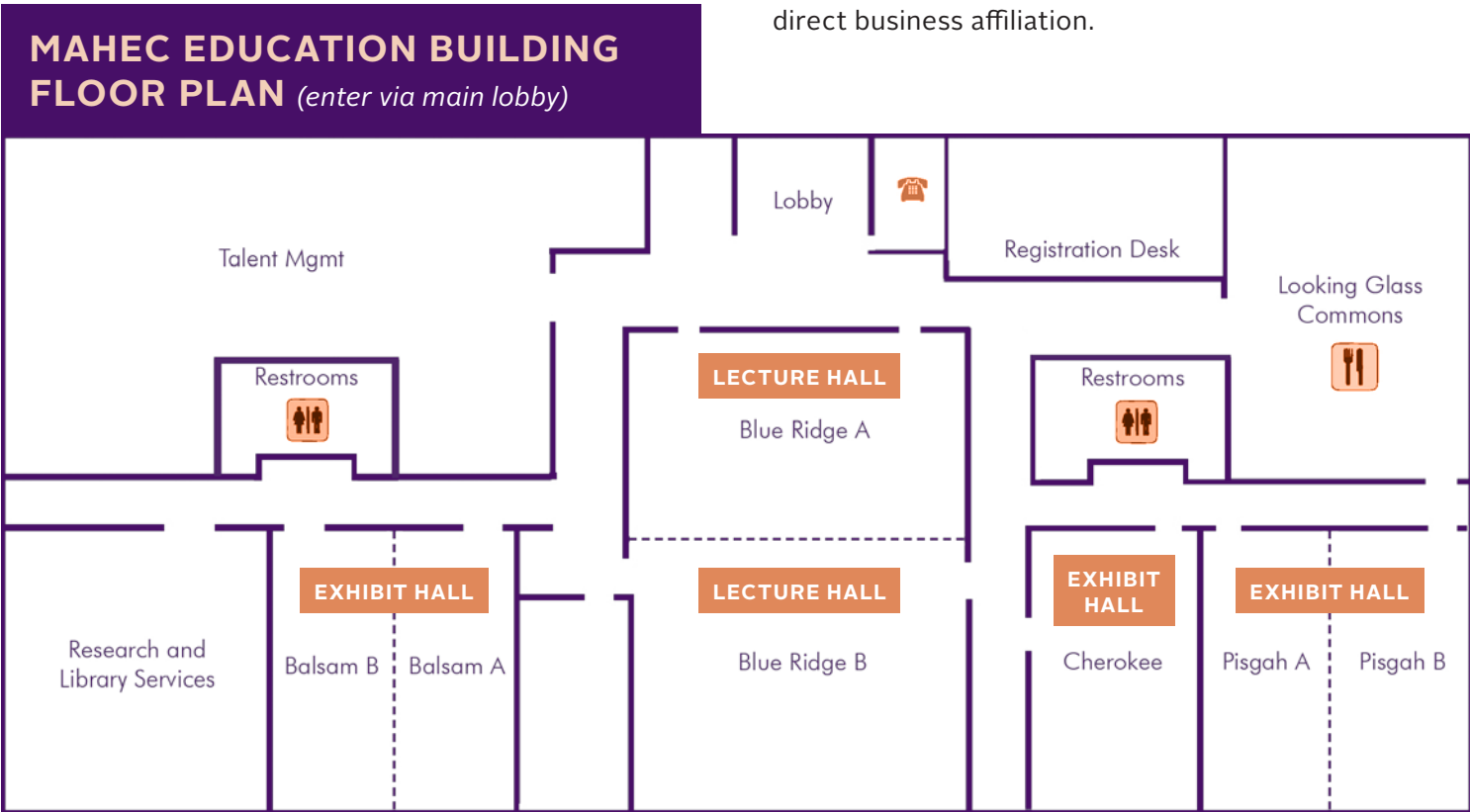
MAHEC and NC ENA follow the ANCC standards and guidelines governing support of Healthcare Professionals. In addition, there will be no drawings, raffles, or qui-type contests of any type permitted outside of the Exhibit Hall Bingo Card. Electrical or other mechanical apparatuses must be muffled so noise does not interfere with other exhibitors. Character of the exhibits is subject to approval of the planning committee. The right is reserved to refuse applications because of concerns over not meeting standards required or expected, as well as the right to curtail exhibits, or parts of exhibits, which reflect against the character of the meeting. This applies to displays, literature, advertising, novelties, souvenirs, conduct of person, and other unreasonable activity.

## INFRINGEMENT

Interviews, demonstrations, and the distribution of literature or samples must be made within the area assigned to the exhibitor. Canvassing or distributing of advertising matter outside the exhibitor’s own space will not be permitted and will subject the exhibitor to immediate dismissal from the meeting without refund.

## BADGE POLICY

All participants affiliated with exhibits must be registered. Each person will be issued an exhibitor badge and must be employed by the exhibitor or have a direct business affiliation.



## EXHIBITOR & SPONSORSHIP OPPORTUNITIES

	EXHIBITOR	BRONZE LEVEL	SILVER LEVEL	GOLD LEVEL	PLATINUM LEVEL
<b>PRICE</b>	(see page 2)	\$2,000	\$3,000	\$5,000	\$7,500
<b>Dedicated 15-minute presentation with all symposium attendees prior to lunch break</b>					✓
<b>Company specific sponsor banner displayed in registration area</b>					✓
<b>Combined sponsor banner displayed in lunch area</b>		✓	✓	✓	✓
<b>Lead capture list</b>		✓	✓	✓	✓
<b>Advertisement page in attendee packet</b>		1/4 page	1/2 page	Full Page	Full Page
<b>Name/logo recognition on opening/closing slides and meeting materials</b>	Name Only	Name/Logo	Name/Logo	Name/Logo	Name/Logo
<b>Recognition on NC ENA website</b>	Name Only	Name/Logo	Linked Name/Logo	Linked Name/Logo	Linked Name/Logo
<b>Listed on Exhibitor Hall Bingo Card*</b>	Name Only	Name/Logo	Name/Logo	Name/Logo each day	Name/Logo each day
<b>6-foot tabletop display (draped with two chairs per table)</b>	1	1	1	1	2
<b>Complimentary electricity</b>	✓	✓	✓	✓	✓
<b>Complimentary registration and vendor badges** (includes access to breakfast/lunch/snacks on both days)</b>	2	2	2	2	4

**Don't see a sponsorship opportunity that meets your needs?**

Let us work with you to customize one. Please contact Lyndsay Nicholson at [lyndsay.nicholson@mahec.net](mailto:lyndsay.nicholson@mahec.net).

*\*Placement on the Exhibitor Hall Bingo card is limited to Early/Regular Registration.*

*\*\*Badges for additional representatives may be purchased for \$100 each.*

# NORTH CAROLINA EMERGENCY NURSES SYMPOSIUM

THURSDAY & FRIDAY, NOVEMBER 3–4, 2022 | ASHEVILLE, NC

## EXHIBITOR RESERVATION FORM

COMPANY NAME \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

ON-SITE REPRESENTATIVE NAME \_\_\_\_\_

ON-SITE REPRESENTATIVE EMAIL \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

### EXHIBITOR FEES

- ☐ **\$1,000** Early Bird Registration (by 7/29/22)  
☐ **\$1,250** Regular Registration (by 7/30/22–9/30/22)  
☐ **\$1,350** Late Registration (by 10/1/22)

### SPONSORSHIP FEES

- ☐ **\$7,500** Platinum Level (limit 2)  
☐ **\$5,000** Gold Level  
☐ **\$3,000** Silver Level  
☐ **\$2,000** Bronze Level

Registration desired for CE credit? ☐ Yes ☐ No

Electrical outlet needed? ☐ Yes ☐ No

Requesting additional badges? ☐ Yes ☐ No

Additional badges: \_\_\_\_\_ x \$100 each = \_\_\_\_\_

**Special Needs:** Please indicate any conflicting companies or special configuration needed below.

\_\_\_\_\_

## AGREEMENT

I agree to exhibit at the symposium with the stipulations indicated in this prospectus.

Signature \_\_\_\_\_

Date \_\_\_\_\_

### PAYING BY CREDIT CARD

☐ Visa ☐ MasterCard ☐ Discover Card ☐ AmEx

Account # \_\_\_\_\_

Expiration Month/Year \_\_\_\_\_ / \_\_\_\_\_

Verification Code \_\_\_\_\_ (3 or 4-digit number)

Name on Card \_\_\_\_\_

Signature \_\_\_\_\_

### PAYING BY CHECK

☐ Check made payable to MAHEC

**Please mail your check to MAHEC's lockbox:**  
Mountain Area Health Education Center, Inc.  
121 Hendersonville Road, Asheville, NC 28803

## HOW TO RESERVE

**All fees are due by September 30, 2022.**

Please complete this form—including your payment method—and return it by mail, fax, or email to:

**Mountain Area Health Education Center, Inc.**  
Attn: Lyndsay Nicholson  
121 Hendersonville Road, Asheville, NC 28803

**Fax:** 828-257-4768

**Email:** [lyndsay.nicholson@mahec.net](mailto:lyndsay.nicholson@mahec.net)