

2019 ANNUAL MEETING



EXHIBITOR PROSPECTUS

OCTOBER 4-6, 2019 • ORLANDO WORLD CENTER MARRIOTT • ORLANDO, FL

FANA 2019 ANNUAL MEETING

The Florida Association of Nurse Anesthetists (FANA) invites you to join us at this national continuing education event designed for Certified Registered Nurse Anesthetists and CRNA students to continue FANA's commitment of providing quality education to enhance the knowledge and skills of our attendees, which in turn allows for better patient outcomes.

Florida has the third largest population of CRNAs in the country and currently over 600 students who will graduate and start to practice in the next year. With the changes in healthcare it is more difficult for your company's representatives to get face-to-face time with CRNAs. We are expecting record attendance at the FANA 2019 Annual Meeting with our continued educational sessions and College Bowl.

Our program allows your company the close personal interactions and discussions that are not only important to you as a company, but also to the CRNA. By getting involved and supporting the educational and professional needs of CRNAs, your company will be able to educate your audience and enhance awareness of your products and services.

Thank you for your support of the Florida Association of Nurse Anesthetists. We look forward to seeing you in Orlando in October.

Michelle Canale, DNP, CRNA
Meeting Co-Chair

Jorge Valdes, DNP, CRNA
Meeting Co-Chair

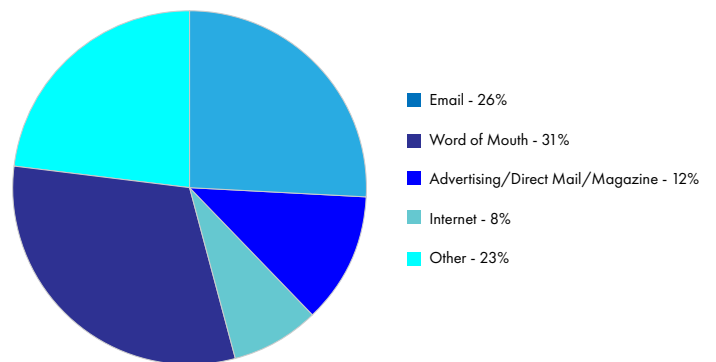
GET YOUR COMPANY RECOGNIZED

Expected Attendance of 400+

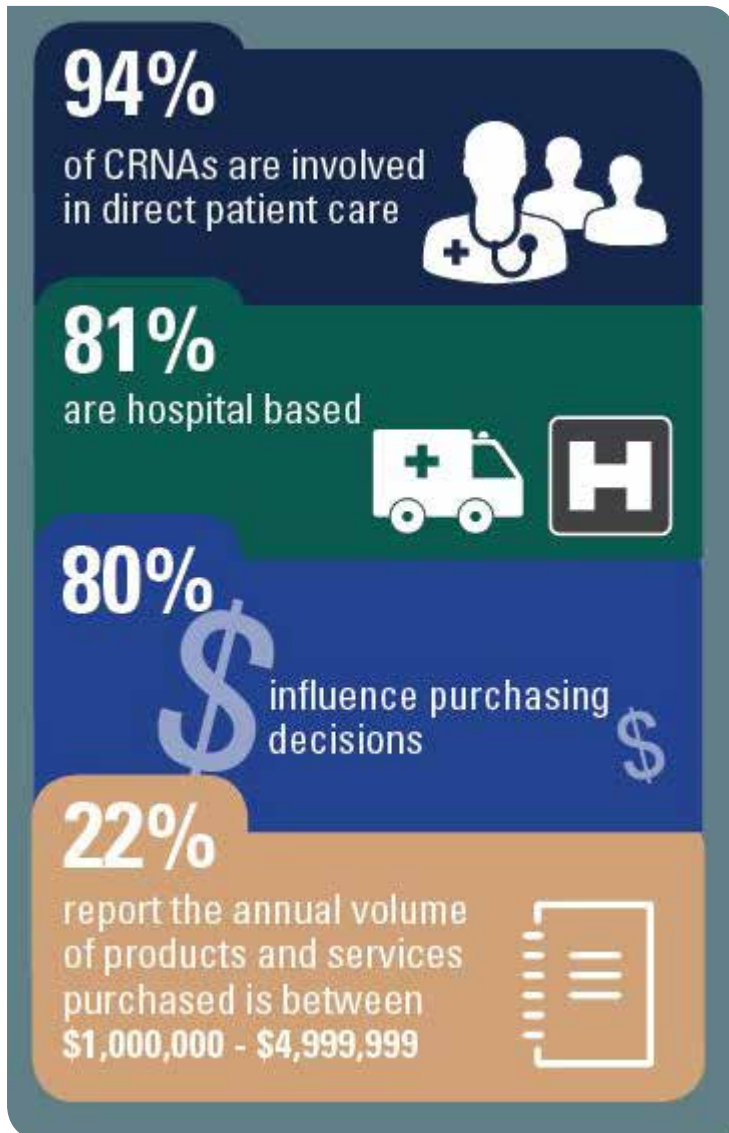
Web and Marketing Presence of over 6,500 health professionals!

Our members love to connect! Be sure you are connecting with FANA members and solidify your support today. Being a sponsor at the FANA Annual Meeting means that you will establish new connections and maximize your reach through added benefits.

Don't miss out on getting your company in front of our attendees and members. The FANA website and newsletter are responsible for almost 30% of the attendance at our events, with our emails and e-flashes at 16%. Be part of that traffic by having your company logo included in these high-volume outlets.



WHERE YOU NEED TO BE!



FANA Attendees Are...

Certified Registered Nurse Anesthetists
Advanced Practice Nurses
Active Military
CRNA Students
CRNA Educators

FANA Attendees Look For...

Each day, the FANA Annual Meeting will present the opportunity for you to showcase your products and services to over 400 attendees. If your product or services support anesthesia, sedation, or pain management needs, indirectly or directly, then we invite you to become part of the meeting.

Healthcare Education
Pharmaceuticals
Latest Innovations
Insurance
Financial Services
Surgical Scrubs
Recruitment
Textbooks/Medical Books/Literature
Anesthesia Equipment

WWW.FANA.ORG

SHOWCASE YOUR PRODUCTS & SERVICES

SPONSOR MARKETING LEVELS

Being a sponsor of the FANA 2019 Annual Meeting has its perks! On site you may be presenting new products to our CRNAs, offering demonstrations and building your brand awareness, but before the exhibit hall even opens, FANA is spreading the word about your company.

<p>Platinum Sponsor \$7,500</p>	<p>Choose (1): Welcome Reception Meeting WiFi Mobile App College Bowl</p> <p>Sponsorship Includes: Company name and logo on meeting registration site and mobile app Sponsor recognition on print and electronic promotional materials 2 Complimentary 6' Tables in Exhibit Hall (with 4 chairs and small wastebasket) 6 Complimentary Company Representative Exhibitor Registrations Custom tab with company logo on mobile app Attendee List Pre- and Post-Show Complimentary Tote Bag Insert Complimentary push notification in mobile app</p>
<p>Gold Sponsor \$5,000</p>	<p>Choose (1): Continental Breakfast Tote Bags College Bowl After-Party</p> <p>Sponsorship Includes: Company name and logo on meeting registration site and mobile app Sponsor recognition on print and electronic promotional materials 2 Complimentary 6' Tables in Exhibit Hall (with 4 chairs and small wastebasket) 4 Complimentary Company Representative Exhibitor Registrations Banner ad in mobile app Attendee List Pre- and Post-Show Complimentary Tote Bag Insert Complimentary push notification in mobile app</p>
<p>Silver Sponsor \$2,500</p>	<p>Choose (1): Refreshment Break (4 available) Meeting Notepads and Pens Meeting Lanyards</p> <p>Sponsorship Includes: Company name and logo on meeting registration site and mobile app Sponsor recognition on print and electronic promotional materials 1 Complimentary 6' Table in Exhibit Hall (with 2 chairs and small wastebasket) 2 Complimentary Company Representative Exhibitor Registrations Attendee List Pre- and Post-Show Complimentary push notification in mobile app</p>
<p>Exhibitor \$1,250</p>	<p>Includes: Company name on meeting registration site and mobile app Exhibitor recognition on print and electronic promotional materials 1 6' Table in Exhibit Hall (with 2 chairs and small wastebasket) 2 Company Representative Exhibitor Registrations Attendee List Pre- and Post-Show</p>

SPONSOR AGREEMENT

Become a Sponsor of the FANA 2019 Annual Meeting! Select the items your company would like to sponsor and this total will place you in the corresponding sponsor level!

SPONSOR CATEGORY – PLEASE CHECK ONE

Platinum Sponsor \$7,500	<input type="checkbox"/> Welcome Reception <input type="checkbox"/> Meeting WiFi <input type="checkbox"/> Mobile App <input type="checkbox"/> College Bowl
Gold Sponsor \$5,000	<input type="checkbox"/> Continental Breakfast <input type="checkbox"/> Tote Bags <input type="checkbox"/> College Bowl After-Party
Silver Sponsor \$2,500	<input type="checkbox"/> Refreshment Break <input type="checkbox"/> Notepads & Pens <input type="checkbox"/> Meeting Lanyards
Kit Insert \$500	<input type="checkbox"/> Kit Insert

ADVERTISE IN THE MOBILE APP

Advertising in the on-site program or syllabus gives your company high visibility during the meeting. Deadline for submitting ads is September 13, 2019.

Mobile App Advertising Rates:

- Push Notification \$250
- Banner Ad..... \$450
- Custom Tab \$1,000

PAYMENT

Check/Money Order (Made payable to FANA, 222 S. Westmonte Drive, Suite 111, Altamonte Springs, FL 32714; secure fax: 407-774-6440) FANA Tax ID #: 59-6140748

Visa MasterCard American Express Please charge my credit card in the amount of \$ _____

Account Number: _____ Exp. Date: _____

Cardholder's Name: _____ CW Code: _____

Cardholder's Signature: _____

Company Name: _____ Primary Contact: _____

Telephone: _____

TOTAL ENCLOSED: _____

Credit Card Billing Address: _____

City/St/Zip: _____

EXHIBITOR INFORMATION

EXHIBIT HALL SCHEDULE

Friday, October 4, 2019

- 4:00 pm - 6:00 pmExhibit Set-up
6:00 pm - 7:00 pmWelcome Reception

Saturday, October 5, 2019

- 7:00 am - 4:00 pmExhibit Hall Open
7:00 am - 7:30 amBreakfast with Exhibitors
9:30 am - 10:00 amRefreshment Break with Exhibitors
3:30 pm - 4:00 pmRefreshment Break with Exhibitors
6:00 pm - 8:00 pmCollege Bowl
8:00 pm - 9:00 pmCollege Bowl After-Party

Sunday, October 6, 2019

- 7:30 am - 10:30 amExhibit Hall Open
7:30 am - 8:00 amBreakfast with Exhibitors
10:00 am - 10:30 amRefreshment Break and Drawings with Exhibitors
10:30 am - 11:30 amExhibit Breakdown

* Exhibit hall hours subject to change.

EXHIBIT BOOTH INFO

\$1,250 (while space lasts)

Exhibit Fee Includes:

- One (1) 6' draped and skirted table and two (2) chairs
- Tabletop booth sign showing your company name
- Exhibitor registration fee waived for two (2) representatives (each additional representative \$125.00)
- Breakfast, refreshment breaks
- Company listing in program syllabus and on mobile app
- Preliminary and Final registration list*

Please make check payable to FANA (Florida Association of Nurse Anesthetists). FANA is a 501(c)6 not-for-profit organization. Tax ID #59-6140748

*In compliance with CAN-SPAM privacy laws, FANA is required to give attendees the option to "opt-out" of the registrant listing. This final registration list will NOT include those attendees who opt out.

CONTACT INFORMATION

Heather Wiedeman • hwiedeman@kmgnet.com

FANA Headquarters
Phone: 407-774-7880 • Fax: 407-774-6440
222 S. Westmonte Drive, #111 • Altamonte Springs, FL 32714
www.fana.org

HOTEL INFORMATION

Orlando World Center Marriott
8701 World Center Drive • Orlando, FL 32821

Discounted FANA Group Rate: \$169/night plus tax (single/double) plus a \$25/night plus tax resort fee.
Reservations: 407-239-4200

Ask for a room in the FANA block to receive the reduced rate. Room reservations should be made before September 6, 2019.

APPLICATION FOR EXHIBIT SPACE

Florida Association of Nurse Anesthetists 2019 Annual Meeting

October 4-6, 2019 • Orlando Marriott World Center • Orlando, Florida

See Page 8 for Show Exhibit/Rules/Regulations

Company Name (as you wish it to appear in program) _____

Contact Name _____ Attending Contact Only

Address _____

City/St/Zip _____

Telephone _____

Email _____ Cell Phone: _____

I do not wish my booth adjacent to: _____

Company description (not more than 25 words): _____

List names & location (city/state) of all booth representatives (as they should appear on name tags):

Name of Representatives	City/State	Email
1. _____ <small>INCLUDED IN REGISTRATION</small>	_____	_____
2. _____ <small>INCLUDED IN REGISTRATION</small>	_____	_____
3. _____ <small>ADDITIONAL \$125</small>	_____	_____
4. _____ <small>ADDITIONAL \$125</small>	_____	_____

The rules and regulations on the next page become binding upon the signing of this contract between the Exhibitor, its agents, or employees and the Florida Association of Nurse Anesthetists (FANA). Exhibitor agrees to comply with all Americans with Disabilities Act regulations in the design and setup of the exhibit. Exhibitor further agrees to abide by all rules, regulations and restrictions outlined herein and to all conditions under which the exhibit area is provided to the Association. If Exhibitor wishes to have music at his booth, the Exhibitor must obtain a music license to do so. The Association reserves the right to arrange the floor plan however necessary to facilitate a successful traffic flow. The Exhibitor agrees to abide by specific exhibit setup and teardown schedule as arranged by the Association. In the event of fire, strikes, or other uncontrollable circumstances, the Exhibitor assumes entire responsibility for exhibit materials and equipment. No prior or present agreements or representations shall be binding upon the parties unless included in this Contract. No modification or change in this Contract shall be valid or binding upon the parties unless in writing and executed by the party intended to be bound by it.

Authorized Signature: _____ Date: _____

DOOR PRIZE:

Will you be providing a door prize for exhibit hall bingo?

- YES
- NO

Return this form and make checks payable to:
 FANA
 222 S. Westmonte Drive, Suite 111 • Altamonte Springs, FL 32714
 Phone: 407-774-7880 • Secure Fax: 407-774-6440
 FANA Federal Tax I.D. #59-6140748

<input type="checkbox"/> Booth - Single First (includes 2 reps)	\$1,250.00
<input type="checkbox"/> Advertising Special (additional \$300)	\$300
<input type="checkbox"/> _____ additional reps @ \$125 each	\$ _____
TOTAL	\$ _____

If you require internet and/or power at your booth, you will need to contact the hotel directly for fees and to schedule these services.

OFFICE USE ONLY

Paid in full: \$ _____

Check# _____

Date Received _____

Booth# _____

Copied: _____

FOR CHARGES ONLY

AmEx # _____

VISA/MC # _____

Exp. Date _____ CVV _____

Name of Cardholder _____

Signature of Cardholder _____

Credit Card Billing Address Same as above

City/St/Zip _____

A \$100 administrative fee will be assessed for all cancellations received by September 6, 2019. No refunds will be issued after September 6, 2019.

RULES & REGULATIONS

1. **Contract:** The following rules and regulations become binding upon acceptance of this contract between the applicant (Exhibitor) and his/her employees and the Florida Association of Nurse Anesthetists (FANA), the show sponsor.
2. **Exhibit Space Description:** Packages include one 6' draped and skirted table, two chairs, an ID sign, and two representative name badges. All additional Exhibitor representatives will be charged \$125.00 each to attend. No walls, partitions, signs, or decorations may be erected which will interfere with the general view "down the aisle" or with other exhibits. If your pre-contained Exhibit Unit will not fit on one table, you will be required to purchase a second table or forego use of the oversized Exhibit Unit.

As per FANA Rules, all additional charges incurred including but not limited to electrical or internet services, and shipping are at the Exhibiting Company's expense.
3. **Space Assignment:** Table locations will be assigned at the sole discretion of show management. Placement will be made based on receipt of payment in full, extent of sponsorship, order in which contracts were received, electrical needs and, if possible, separation of direct competitors. Management reserves the right to arrange the floor plan as necessary to facilitate a successful traffic flow.
4. **Adherence to Schedule:** Exhibitor understands that no move-ins or move-outs will be permitted other than in accordance with the schedule set forth in the schedule of events. In the event that FANA incurs additional expenses as a result of Exhibitor's failure to adhere to the move-in/move-out schedule, Exhibitor agrees to reimburse FANA for any such additional expenses. It is imperative that booths be properly manned during the posted hours. Booths are subject to modification prior to the Meeting to adapt to necessary changes in Meeting session times; however, all exhibitors will receive adequate notice should this be necessary.
5. **Exhibit Hours and Disclaimer:** Exhibit space must be occupied during all exhibit hours of the Meeting as posted. This agreement is for the rental of the exhibit space only. FANA has not made and does not make any warranty of representation whatsoever, either expressed or implied, including but not limited to (1) the level of attendance at the Meeting, (2) the number of Meeting attendees who will visit any of the exhibits, or (3) whether or not any exhibit will be seen by persons having the authority to procure or commit to procure products or services being exhibited.
6. **Unoccupied Space:** FANA reserves the right, should any rented tables remain unoccupied after the first hour of the show's opening, to rent or occupy said space. Any person, partnership, or corporation engaging space who shall fail to make payment as herein provided shall thereby and thereupon forfeit all rights in and to the use of assigned space, and FANA shall have the right to dispose of such space in such a manner as it may consider to its interest without liability on the part of the Association.
7. **Payments and Refunds:** The total amount for exhibit space is due upon reserving of space and signing of the contract. In the event an Exhibitor cancels a contract, FANA must be notified in writing for refunds to be made. There will be a \$100.00 administrative fee assessed for all cancellations received by September 6, 2019. No refunds will be issued for cancellations received after September 6, 2019.
8. **Food Service:** FANA reserves the right to provide food and beverage service during certain hours in the exhibit area. Exhibitor fees include the continental breakfast and refreshment breaks. Tickets must be purchased for all other events.
9. **Noisy and Obnoxious Equipment:** The operation of whistles or any objectionable device will not be allowed. After the show opens, noisy and unsightly displays will not be permitted. The Association reserves the right to restrict exhibits that may be objectionable or to order the removal of any portion of an exhibit which in the judgment of the Association is detrimental to or distracts from the general order of the exhibits.
10. **Fire and Safety Regulations:** In order to comply with local fire ordinance requirements, all decorative material must be flame resistant. No volatile or flammable fluids, substances or materials of any nature prohibited by city fire regulations or insurance carriers may be used in any booth. All local regulations will be strictly enforced and the exhibitor assumes all responsibility for compliance with such regulations. Fire hose cabinets and fire exits must be left accessible and in full view at all times.
11. **Indemnification and Limitation of Liability:** Exhibitor assumes responsibility and agrees to indemnify, defend and hold harmless FANA, the Hotel, and the Hotel's Owner, and their respective owners, managers, subsidiaries, affiliates, employees and agents (collectively, "Hotel Parties"), and Group from and against any claims or expenses arising out of the use of the exhibition premises.
12. **Damage to Property:** Exhibitors are liable for any damage caused to the building, floor, walls, columns, or to standard booth equipment, or to other Exhibitors' property. Exhibitors must not apply paint, lacquer, adhesive, tape, Velcro, or any other coating to building, columns, floors, or to standard booth equipment.
13. **Public Policy:** Exhibitors are charged with the knowledge of all ordinances and regulations pertaining to taxes, health, fire prevention, customs, and public safety while participating in this show. Compliance with such laws is mandatory for Exhibitors and is the responsibility of the Exhibitor.
14. **Use of Exhibit Space:** Exhibitors shall reflect their company's highest standards of professionalism while maintaining their exhibit space during show hours. No Exhibitor shall assign, sublet, or share exhibit space without the written permission of the Association.
15. **Prizes:** We request each exhibitor donate a gift or money to be used as a door prize valued at \$50.00 or more (i.e., gift baskets, books, etc.). Your company will be acknowledged as the provider of that door prize. This has proven to strongly enhance attendance during the breaks in the Exhibit Hall.
16. **Use of FANA Materials:** By signing this contract, exhibitor agrees not to use the name, image, service/trademarks or confidential and/or strategic information of FANA, its Affiliates or their resources or property in connection with any commercial or other interest or activity not associated with FANA and its Affiliates.
17. **Right of Refusal:** FANA reserves the right, in its sole and absolute discretion, to refuse exhibit space to any applicant, or to revoke the right to display and to eject from the exhibit hall (or any other area over which FANA exercises control), any person, business, exhibit or other exhibitor property.
18. **CAN-SPAM Privacy Laws:** In compliance with CAN-SPAM privacy laws set forth by the Federal Trade Commission, FANA is required to give attendees the option to "opt-out" of the attendee list during the registration process. Those individuals who choose to opt-out are not included in any Meeting attendee listings.



FANA

Special Advertising Opportunity

Cost: \$300
(in addition to exhibit fee)

Includes:

- **One banner ad for 90 days on FANA website**

To take advantage of this opportunity, please indicate so on the enclosed Exhibitor Space Contract. Be sure to include your contact information so our staff can follow up with you. This special advertising opportunity may only be purchased in conjunction with the reservation of a booth(s) at the FANA 2019 Annual Meeting.

For advertising questions, please contact Heather Wiedeman at FANA Headquarters (hwiedeman@kmgnet.com).