



# EXHIBITOR AND SPONSORSHIP PROSPECTUS

**Looking Back: Lessons We Carry Forward**  
to Shape the Future of Community & Public Health Nursing



**2022 Annual Institute**  
**June 9 - 11, Alexandria, VA**



# Exhibit Space Details

## FEES

### Nonprofit/Academic Inst./Gov't

Single Table .....	\$500
Double Table .....	\$750

### For-Profit Organization

Single Table .....	\$1,000
Double Table .....	\$1,250

### Local 501(c)(3) Organization

Single Table .....	\$250
Double Table .....	\$350

### The Exhibit Fee Includes:

- Table-top space including one 6'x30" draped table, two chairs, and wastebasket. The exhibit space is carpeted.
- Listing in the onsite program guide.
- Direct Web link to your organization's homepage. Please provide URL on the application form.
- Two "Exhibitor Only" passes are included in the cost of an exhibit space. Additional passes are available for **\$200 each**. If an exhibitor chooses to attend any conference sessions, they are required to register for the conference separately. The "Exhibitor Only" pass does not include admission to conference sessions.

### Full Fees Are to Be Remitted with the Application.

Payments are to be made by check or credit card. Make checks payable to ACHNE and forward to:  
ACHNE  
11 W. Monument Ave.  
Suite 510  
Dayton, OH 45402

## Important Dates/Deadlines:

Hotel Reservation Cut-Off ..... May 17, 2022

Exhibit Application ..... May 6, 2022

## 2022 EXHIBIT SPACE SCHEDULE

*(subject to change as program is finalized)*

### Friday, June 10, 2022

Exhibitor Set-up .....	8:00am – 10:00am
Exhibits Open .....	10:00am – 5:30pm

### Saturday, June 11, 2022 *(Optional)*

Exhibits Open .....	7:30am – 11:00am
Exhibitor Teardown .....	11:00am

## Entertainment Or Social Functions

No entertainment or social functions may be scheduled to conflict with the official ACHNE Annual Institute program or exhibit hours. Requests for use of function space at the facility must be made in writing. Upon receipt of request for function space, the applicant will be notified if space is available. It is the responsibility of the exhibitor to finalize arrangements with the hotel.

The purpose of the ACHNE Meeting is to enhance the professional development of our members. Accordingly, ACHNE reserves the exclusive and total rights to control all aspects of the conduct of the meeting and exhibits. ACHNE specifically reserve the right to determine acceptability of applications for exhibit space.

### Applications Must Meet the Following Criteria:

- The products or services to be exhibited are to be of professional or educational interest or benefit to the registrants.
- The applicant is determined by ACHNE to be ethical and reputable, and the goods and services to be exhibited are reasonably believed by ACHNE not to be harmful, ineffective or illegal.
- The applicant agrees to comply ACHNE's guidelines governing exhibits listed here.
- The application, fees and any required documents are received prior to the established deadline.

# Sponsorships

Each sponsor will have their logo and a link to their home page listed on the ACHNE website as well as recognition in the Onsite Program Guide. You will also receive a sponsor ribbon for your name badge. If you would like to co-sponsor an event by contributing to the total cost of the event, please contact us at **937-586-3727** or [ACHNE@meinet.com](mailto:ACHNE@meinet.com) for more information. General Sponsorship funds will apply to supporting receptions, continental breakfasts, networking breaks, or the awards luncheon. Branded item sponsorships are also available. Please choose from one of the levels of sponsorships below:

## General Sponsorship Levels

Gold.....	\$3000
Silver .....	\$2000
Bronze.....	\$1000

## Branded Item Sponsorships

Tote Bag .....	\$2,000
Lanyards .....	\$1,500
Water Bottles .....	\$1,000
Speaker Sponsor .....	\$1,000

## MEDIA DISTRIBUTION

As an additional opportunity, your brochure, pamphlet, etc., can be placed in each attendee's registration packet. A fee of \$150 is charged for participation in this distribution program. Please send a sample for approval, via email to [ACHNE@meinet.com](mailto:ACHNE@meinet.com). It is the vendor's responsibility to provide the needed number of copies. The vendor must ship the inserts directly to the hotel. Inserts must arrive at the hotel no later than **Tuesday, June 8, 2022**.

Exhibitors are responsible for any shipping and handling charges associated with these pieces. Unused materials will not be returned.

## ONSITE PROGRAM ADVERTISING

Advertise your institution or organization in the onsite program. To place an ad, please complete the ad order section on the application form. We can accept your ad copy as an electronic file in TIFF or PDF format, minimum 300 DPI resolution. Please call if your ad is in a different format. The deadline to receive your ad copy for the onsite program is **May 6, 2022**.

	Exhibitor	Non-Exhibitor
Outside Back Cover <i>(8 1/2" w x 11" h; add .125" bleed on all sides)</i>	\$600	\$640
Inside Front or Back Cover <i>(8 1/2" w x 11" h; add .125" bleed on all sides)</i>	\$550	\$590
Inside Full Page <i>(8 1/2" w x 11" h; add .125" bleed on all sides)</i>	\$450	\$490
Inside Half Page <i>(8 1/2" w x 5.5" h)</i>	\$400	\$440

## HOTEL INFORMATION

The meeting will be held at the Hilton Alexandria Oldtown. A special rate of \$189 single/double (plus applicable taxes) has been arranged. Please use <https://group.hilton.com/2022ACHNEANNUALINSTITUTE> to make reservations. Alternately, you can call 1-800-533-0127. Please identify yourself as part of the ACHNE 2022 Annual Institute room block & staying at the Hilton Alexandria Oldtown, located at 1767 King Street, Alexandria, VA 22314 to receive the special rate. The reservation cutoff date is **May 17, 2022**; thereafter the hotel will accept reservations on a space available basis only at the current market rate.

## CONTACT INFORMATION

All exhibit inquiries and applications for the ACHNE Annual Institute should be addressed to:

ACHNE  
11 W. Monument Ave, Suite 510  
Dayton, OH 45402  
TEL: 937-586-3727 | FAX: 937-586-3699  
EMAIL: [ACHNE@meinet.com](mailto:ACHNE@meinet.com)

## General Sponsorships

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### **GOLD SPONSOR** | **\$3,000**

- Complimentary standard exhibit space with two “Exhibitor Only” passes.
- Opportunity to place one marketing piece in the conference tote bags.
- Recognized as a “Gold Sponsor” in the following pieces of collateral:
  - Onsite program
  - ACHNE website, with a link to your webpage
  - Sponsor recognition board at the meeting
  - Any other promotional pieces, depending on when the sponsorship is secured (i.e., preliminary program, sponsor recognition slideshow, etc.)

### **SILVER SPONSOR** | **\$2,000**

- Opportunity to place one marketing piece in the conference tote bags.
- Recognized as a “Silver Sponsor” in the following pieces of collateral:
  - Onsite program
  - ACHNE website, with a link to your webpage
  - Sponsor recognition board at the meeting
  - Any other promotional pieces, depending on when the sponsorship is secured (i.e., preliminary program, sponsor recognition slideshow, etc.)

### **BRONZE SPONSOR** | **\$1,000**

- Recognized as a “Bronze Sponsor” in the following pieces of collateral:
  - Onsite program
  - ACHNE website, with a link to your webpage
  - Sponsor recognition board at the meeting
  - Any other promotional pieces, depending on when the sponsorship is secured (i.e., preliminary program, sponsor recognition slideshow, etc.)

## Branded Item Sponsorships

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As a branded item sponsor, you will also receive recognition on any sponsor recognition pieces.  
*Please provide print-ready artwork.*

### **TOTE BAG SPONSOR** | **\$2,000**

Sponsoring the Official ACHNE 2022 Annual Institute tote bag will make your company a center point of every attendee’s attention.

### **LANYARD SPONSOR** | **\$1,500**

The lanyards will have your logo imprinted and will be worn by every attendee at the institute.

### **2022 PHOTOBOTH** | **\$2,000**

During the 2022 Live events, June 9-11, attendees will be able to visit the ACHNE Photobooth. As the exclusive photo booth sponsor, we will incorporate your logo into the photo booth frame.

### **WATER BOTTLE SPONSOR** | **\$1,000**

With your logo on a water bottle, you will be an integral part in helping to keep attendees hydrated.

### **5K SPONSOR** | **\$1,000**

Proceeds from the ACHNE Virtual 5k will support the newly developed ACHNE Student Scholarship fund. As a 5k Sponsor, we will include your logo on the participation award all racers receive, as well as all collateral and the Virtual 5k web page.

### **SPEAKER SPONSOR** | **\$1,000**

Help bring outstanding speakers to the joint meeting and receive recognition as the sponsor for a specific session.

### **STUDENT SCHOLARSHIPS** | **\$350 ea**

As a Student Scholarship Sponsor, you will make it possible for a student to attend the 2022 Annual Institute at no cost.

# Exhibitor and Sponsor Application

ACHNE 44<sup>th</sup> Annual Institute | June 9 – June 11, 2022  
Hilton Alexandria Oldtown | Alexandria, VA

## Application Deadline: May 6, 2022

Main Contact: \_\_\_\_\_

Institution / Company: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Website / URL: \_\_\_\_\_

Exhibit Representative: \_\_\_\_\_

Company Contact E-mail Address to be Posted on ACHNE Website: \_\_\_\_\_

Additional "Exhibitor Only Pass" Names: (\$200 each) \_\_\_\_\_

### AGREEMENT

In making this application, we agree to comply with ACHNE's guidelines governing exhibits listed herein.

Signature: \_\_\_\_\_

### ONSITE PROGRAM INFORMATION FOR EXHIBITORS

Describe in 50 words or less (exactly as you want it to appear in the onsite program) the products or services to be demonstrated. Please send your description for the Program to [ACHNE@meinet.com](mailto:ACHNE@meinet.com) by **May 7, 2022**.

### SPONSORSHIP OPPORTUNITY

- |                                         |                                             |                                                  |                                                 |
|-----------------------------------------|---------------------------------------------|--------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Gold \$3,000   | <input type="checkbox"/> Tote Bags \$2,000  | <input type="checkbox"/> Water Bottles \$1,000   | <input type="checkbox"/> Student Scholarship(s) |
| <input type="checkbox"/> Silver \$2,000 | <input type="checkbox"/> Lanyards \$1,500   | <input type="checkbox"/> Speaker Sponsor \$1,000 | Quantity:                                       |
| <input type="checkbox"/> Bronze \$1,000 | <input type="checkbox"/> Photobooth \$2,000 | <input type="checkbox"/> 5k Sponsor \$1,000      | _____ x \$350                                   |

### MEDIA DISTRIBUTION OPPORTUNITY

Your brochure will be placed in each registrant's tote bag. Please distribute \_\_\_\_\_ item(s) in the Registrant's tote bag at \$150 per brochure, pamphlet, etc.

# Exhibitor and Sponsor Application

ACHNE 44<sup>th</sup> Annual Institute | June 9 – June 11, 2022  
Hilton Alexandria Oldtown | Alexandria, VA

## FEE SUMMARY

### Full Meeting Registration

Exhibit Space |(single table) \$ \_\_\_\_\_

Exhibit Space |(double table) \$ \_\_\_\_\_

Additional Exhibitor Pass | \$200 ea \$ \_\_\_\_\_

Sponsorship: \$ \_\_\_\_\_

Media Distribution | \$150 ea \$ \_\_\_\_\_

Advertising: \$ \_\_\_\_\_

**Total Enclosed:** \$ \_\_\_\_\_

## PAYMENT METHOD

Check                       Visa                       Master Card  
 AMEX                       Discover

Credit Card#: \_\_\_\_\_

Exp. Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_      CVV Code: \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_

Signature: \_\_\_\_\_

Please return this application with payment to:

ACHNE  
11 West Monument Ave, Suite 510  
Dayton, OH 45402

Tel: (937) 586-3727 | Fax: (937) 586-3699  
E-Mail: [ACHNE@meinet.com](mailto:ACHNE@meinet.com)