



2023 LNHA Convention & Trade Show

Exhibitors

October 16 – 18, 2023
New Orleans, LA

The Louisiana Nursing Home Association (LNHA) invites you to don your apron and grab your sous chef and get cooking at the LNHA 2023 Convention & Trade Show on October 16-18, 2023, at the Hyatt Regency New Orleans! We look forward to this year's **"Cooking with Quality: A Recipe for Success"** theme.

A theme inspired by Louisiana's renowned cuisine, the 2023 LNHA Trade Show provides a rich menu of opportunities to showcase your company's products or services that make providing quality care more efficient and effective. You will not want miss this opportunity to maximize your brand exposure and connect with seasoned long term care professionals and key decision-makers, including owners, administrators, nurses and managers.

Exhibitors will receive the following with a booth purchase: three passes for entry to the Trade Show, meals and refreshments and admission to the Convention's social functions. Booth space goes fast so be sure to book your spot! We look forward to seeing your culinary themed outfits, booth décor and giveaways!

Contents of This Packet

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- Page 2: exhibitor registration and payment, exhibitor terms and conditions and exhibitor details
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Hotel Information

To receive the LNHA group room rate of \$209 at the Hyatt Regency New Orleans, make your reservations early using this special [link](#). The deadline to receive the group room rate is **September 22** and after this deadline a hotel room may not be available. The Hyatt Regency is located at 601 Loyola Avenue, New Orleans, LA 70113.

Schedule of Events

Monday, October 16

TBD	Awards Luncheon
2 p.m. - 4 p.m.	Early booth set up
6 p.m. – 7:30 p.m.	Meet & Greet (location TBD)

Tuesday, October 17

8:30 a.m. - 11 a.m.	Booth set up
11 a.m. - 1 p.m.	Trade Show opening with lunch
4:30 p.m. - 6 p.m.	Trade Show closing with door prizes (Do not break down your booth until the Trade Show officially concludes. This is a one-day trade show.)



Exhibitor Registration and Payment

See the pricing below and register online at www.lnha.org/eventscalendar to reserve your space. Booths are reserved on a first-come-first-served basis. Be sure to select the exhibitor registration and review the terms and conditions, policies and guidelines in this packet on pages 2-3. During online registration, you will be prompted to provide the following: your top three preferred booth locations (reference the link to the booth map on page 3) and the names for the three company name badges that are available with the purchase of a booth.

If an exhibitor cancels its registration on or before **September 15**, it will be assessed a \$100 cancellation fee and refunded the remaining amount of the registration cost. A refund will not be issued for those who cancel after the deadline.

During online registration, if you choose to pay by check instead of credit card, the payment must be received at the LNHA office in Baton Rouge by **September 13**; otherwise, the booth space will be released.

	Front Booth	Corner Booth	Interior Booth
Members	\$1,600	\$1,500	\$1,400
Nonmembers	\$2,100	\$2,000	\$1,900

Exhibitor Terms & Conditions

When registering online to be an exhibitor, you agree to the following: The LNHA Board of Directors has the final authority on exhibitor and sponsor participation. Each exhibitor and sponsor online registration submission is a request pending review. Until a "confirmation" email is received, the registration should be considered a request. If LNHA does not grant approval, the registration cost will be refunded. A refund will not be issued for other expenses incurred, such as travel or lodging and LNHA will not be held liable.

Each exhibitor and sponsor agrees to follow the policies and guidelines set forth by LNHA noted on pages 2-3 of this program. Exhibitors and sponsors agree to indemnify LNHA against and hold it harmless for all damages, costs and expenses incurred in connection with such claims arising out of acts of negligence by their agents, staff or employees. LNHA is not responsible for lost or stolen items.

LNHA reserves the right to cancel or modify the event due to unforeseen circumstances beyond the control of LNHA, including but not limited to, adverse weather conditions, civil disorder, government regulation or public health emergency. In such case, LNHA would issue a refund of the registration cost. A refund will not be issued for other expenses incurred, such as travel or lodging and LNHA will not be held liable.

Exhibitor Details

Evolving Productions will be providing exhibit services at the 2023 LNHA Trade Show. Please contact Lewis Morgan at 504.576.1444 or info@evolvingpro.com with any questions.

Exhibitors receive the following:

- Each exhibitor will be furnished with an 8' x 10' booth with a backdrop, side dividers, an ID sign, two chairs, a 6' draped table and one wastebasket. See the link to the Trade Show Hall diagram on page 3 to select your booth space. An exhibitor packet from Evolving Productions is forthcoming.
- **An attendee list:** An attendee list will be made available to the primary point of contact before and after the show. The list will contain each registered attendee's first and last name, company name and mailing address. Email addresses of attendees who opted-in to receive exhibitor information will be included on this list. The first list will be sent two weeks before the event and the final list will be sent two weeks after.



- **Name Badges:** Name badges provide access to all Convention events. Each booth will receive three exhibitor badges with registration. Additional badges are \$100. Exhibitors must wear the official name badge at all times while at the Trade Show site. If you do not have a name badge, security will not allow you to enter the Trade Show Hall. No partial-day tickets or guest passes will be sold to exhibitors.

Exhibitor Policies

- **Solicitation:** All promotional activity and distribution of promotional materials must be confined to the limits of the exhibitor's display space.
- **Subletting of Space:** The exhibitor agrees not to assign, sublet or apportion space or any part thereof allotted to the exhibitor and not to exhibit, advertise or offer for sale goods other than manufactured or sold by the exhibitor in the regular course of business.
- **Conflicting Activities:** The use of hotel suites/meeting rooms for the purpose of entertaining convention attendees is subject to approval. Activities held during general sessions and educational sessions will not be approved.
- **Removal of Booth Materials:** Once the Trade Show has opened, exhibit materials may not be removed from the exhibit area until the official move-out has begun. Failure to comply may jeopardize the right to exhibit at future LNHA Trade Shows.
- **Late Arrival:** If an exhibitor has not arrived in the Trade Show exhibit hall by 7:30 a.m. on opening day and has not been granted pre-approval for late setup, LNHA reserves the right to use the vacant exhibit space as it sees fit, with no obligation to issue a refund.
- **Other:** Do not take promotional items off another exhibitor's table. Do not leave valuables in the Trade Show exhibit hall when it closes.

Exhibitor Guidelines

- Networking is reserved for the Trade Show and social events only. **Exhibitors are not allowed to network inside or outside of the classrooms** as it is disruptive for both the attendees and speakers.
- Exhibitors are not allowed in the seminar rooms unless they have applied for continuing education or they are sponsoring a speaker.
- **LNHA does not sell Trade Show guest passes to interested staff members of companies that may want to exhibit or sponsor future events.** You may only attend as an exhibitor or sponsor if you have the proper credentials. **If the Trade Show sells out, you must be at least a Silver Sponsor to attend.**
- Non-registered individuals present at the event will be asked to leave and may be barred from participating in future LNHA events.

Failure to comply with the above policies and guidelines may result in restriction from future LNHA events.

LNHA Convention & Trade Show Floor Plan

View the Trade Show floor plan [here](#). The yellow section on the floor plan is for LNHA Service Corporation members only and the red sections notate booth numbers that have been already reserved.

Questions

Contact LNHA Convention Coordinator Julie Ory at jory@LNHA.org or 225.927.5642 with any questions.

