



AMERICAN  
*Holistic  
Nurses*  
ASSOCIATION

# EXHIBITOR PROSPECTUS

2023 ANNUAL CONFERENCE

JUNE 6 - 11, 2023

ORLANDO, FLORIDA

[www.ahna.org](http://www.ahna.org)

**Holistic Nursing in Action**



# YOU'RE INVITED

Exhibit at the American Holistic Nurses Association's 43rd Annual Conference, June 6-11, 2023 in Orlando, Florida at the DoubleTree by Hilton Orlando at SeaWorld.

The global expansion of holistic nursing and the integration of self-care options are rapidly growing, and nurses are seeking comprehensive answers for their patients' health and well-being (and their own need for self-care).

This conference provides you the opportunity to reach nurses who provide that specialized care.



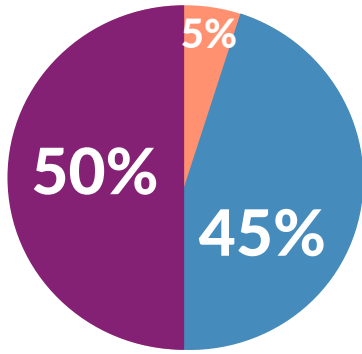
The American Holistic Nurses Association Annual Conference is one of the largest and most valuable opportunities dedicated to bringing nurses together who share a passion for holistic healing, including mind, body and spirit.

**JOIN** us and **CONNECT** with this specialized group of nurses interested in enhancing their practice with your products and services.



# CONNECT WITH 500+ ATTENDEES

## HIGHLY SPECIALIZED & DEDICATED HEALERS



50% Certified Holistic Nurses

45% Certified as Advanced Practice Holistic Nurses

5% Other Certifications and Specialties

## Exhibit Hall: A Huge Hit!

We offer three (3) full days and a variety of ways to network and connect with conference attendees.

Over 90% of attendees indicated that they found the exhibit hall to be valuable!



## 5 YEAR ATTENDEE PROFILE

194

First time at an AHNA conference

75%

Annual income over \$70k

80%

Bachelor's degree or higher

300+

Previously attended an AHNA conference

6%

Local Members

85%

Practicing 10+ years

93%

National Members

# EXHIBITOR BENEFITS

## Mailing Labels

### Mailing Labels

You will receive a set of conference attendee mailing labels both before and after the event. This allows you to create vital sales contacts, initiate pre-conference awareness, and send out a post-conference follow up.

## Meals

### Meals

Exhibitors have the opportunity to purchase a full meal pass or awards banquet ticket! Enjoy the delicious breakfasts and lunches while networking with the attendees you will meet in the exhibit hall. Full meal plans are available for purchase \$225.

## Recognition

### Recognition

- Your company name, logo, and website link will be used in AHNA's event promotions to attendees, giving you valuable exposure before, during and after the conference.
- Your company name and link to your website will be available on our conference web page until July 11, 2023.
- Your company name, description, and website will be listed in the conference guidebook, along with your booth/table location. The guidebook is distributed to all 500+ attendees.
- Your company name, description, website link, logo, and contact information will be in the exhibitor section of the mobile app. **Our mobile app is used by over 85% of attendees** and allows them to save your company's information for future reference.
- Exhibit hall bingo cards to encourage attendees to come to your booth to meet you and win prizes.

## Exhibitor Badges

### Exhibitor Badges

Each exhibitor will receive two (2) badges for booth representatives. These badges provide entry into the exhibit hall during operational hours, and to the Opening and Closing Ceremonies. Additional exhibitor badges can be purchased for \$110 each.

## Discounted Conference Passes

### Discounted Conference Passes

Want to attend conference workshops? Exhibitors get a discounted registration rate! You can choose to attend for CNE contact hours, or just participate. Discounted conference admission passes also include admission to all other events: including the Keynote Speaker, Endnote, Plenary, Drumming, Energy Share, and more (excluding food). Conference Pass with CNE contact hours \$275; Conference pass without CNE contact hours \$125.

## Local Attractions

### Local Attractions

Exhibitors are able to purchase passes to any of the optional activities. Take some time to relax and network with attendees in a casual, fun setting.



# ADVERTISING

## CONFERENCE GUIDEBOOK

### 2023 Pricing

Back Cover Full Page \$2,750	Full Page \$660
Inside Cover Full Page \$825	Half Page \$440
Inside Cover Half Page \$495	Quarter Page \$275
	NEW! Business Card \$165

**\*\*Guidebook Ads  
Due April 3rd**

The guidebook is a hard-copy booklet distributed to each conference attendee. It is the comprehensive guide for the entire event.

- **Discounted eNewsletter Ad\***

Purchase any guidebook ad at full price and receive two (2) body copy text with picture ads in the May A & B issues of AHNA's eNewsletter. AHNA's eNewsletter is distributed to AHNA members and has an open rate of over 40%.

**eNews Ads due by March 3rd.**

\$382 (savings of \$102!)

- **Discounted Beginnings Ad\***

Purchase any guidebook ad at full price and receive one (1) half page ad in the April 2023 Beginnings Magazine. The Beginnings Magazine is distributed to AHNA Members.

**Beginnings Ads due by March 3rd.**

\$688 (savings of \$187!)

*\*Must purchase full price guidebook ad to receive discounted Beginnings or eNewsletter ad. Conference ad packages cannot be combined. The purchase of ad packages will automatically place ads in issues just prior to Conference.*

## CONFERENCE MOBILE APP\*

### Push Text Notifications

Send out up to 140 characters of text to all AHNA attendee mobile app users. Date and time of notification will be chosen by AHNA; Advertisers may select the date for an additional \$50 for each push.

Limited to two (2) notifications per advertiser.

\$110 per notification.

### Splash Screen Ad

Act fast! Your ad will fill the user's device screen for approximately 5 seconds each time they open the app.

Limited to one (1) advertiser.

\$2,750

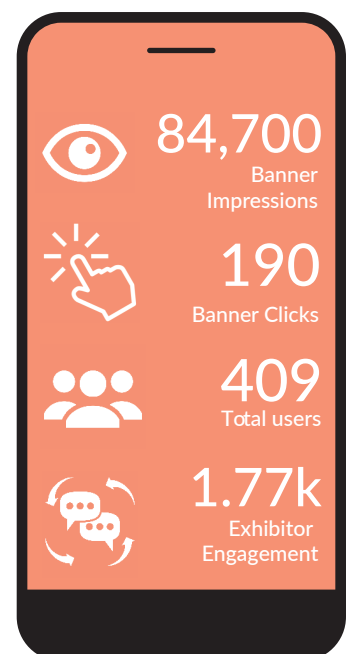
### Banner Ad

Your ad will rotate throughout each page in the mobile app, appearing for an average of 6 seconds during each rotation. Your ad will link directly to your website when clicked.

Limited to six (6) advertisers.

\$660

**\*Mobile App Ads due April 3rd**



# EXHIBIT PRICING

## Early Bird Pricing

Paid in full by **January 31, 2023**

## Regular Pricing

Paid in full after **January 31, 2023**

Exhibit Type	Member	Non-Member	Non-Profit	Member	Non-Member	Non-Profit
<b>10x10 Booth</b>	\$1,224	\$1,597	\$1,113	\$1,531	\$1,997	\$1,392
<b>Standard Table</b>	\$799	\$1,065	\$726	\$999	\$1,331	\$908
<b>Premium Position Table (6')</b>	\$958	\$1,491	\$871	\$1,198	\$1,863	\$1,089

\* All exhibit space includes one (1) exhibit identification sign, one (1) standard 6' skirted table, one (1) wastebasket, two (2) chairs, two (2) exhibit badges, listing on AHNA website, listing in mobile app, and listing in conference guidebook. All booths include pipe and drape. Exhibit spaces are assigned on a first come, first serve basis. Custom furnishing, draping, carpet, electricity, and Wi-Fi are available at exhibitor's expense.

## EXHIBIT + ADVERTISING PACKAGES

### OCEAN BLUE PACKAGE

Package worth \$3,500! The Ocean Blue Package includes:

- One (1) Exhibit Booth
- One (1) conference tote bag insert
- Two (2) uses of AHNA all member mailing list\*\*
- Half page guidebook ad
- (1) Half page Beginnings Magazine ad

**AHNA Member price: \$2,800**

**Non-member price \$3,100**

### SKY PINK PACKAGE

Package worth over \$1,400! The Sky Pink Package includes:

- Standard exhibit table
- Quarter page guidebook ad
- One (1) use of AHNA all-member mailing list\*\*

**AHNA Member price: \$1,115**

**Non-member price \$1,195**

Upgrade to a premium position table for only \$165 or upgrade to an 8' x 8' booth for only \$385

\*See page 8, exhibitor contract, for more information

**\*\*Mailing list must be used by December 31, 2023**

# PARTNER OPPORTUNITIES

Receive valuable recognition as one of our partners	Platinum	Gold	Silver
<b>Sponsorship of one major attendee event</b> <i>up to \$3,300 value</i>	Awards Banquet	Opening Ceremonies	Optional Activity
<b>Exhibit Space</b> <i>up to \$1,997 value</i>	Exhibit Booth	Premium Position Table	Standard Table
<b>Ad space in conference guidebook</b> <i>up to \$660 value</i>	Full Page Ad	Half Page Ad	Quarter Page Ad
<b>Conference mobile app presence</b> <i>up to \$660 value</i>	Splash Screen Ad & 1 Notification	Banner Ad & 1 Notification	Banner Ad
<b>Use of AHNA all-member mailing list*</b> <i>up to \$750 value</i>	2 Uses	2 Uses	1 Use
<b>Ad space in AHNA eNewsletter*</b> <i>up to \$1,232 value</i>	4 Half-Skyscraper Ads	2 Half-Skyscraper Ad	N/A
<b>Conference banquet ticket</b> <i>up to \$200 value</i>	2 Banquet Tickets	1 Banquet Ticket	N/A
<b>Ad space in Beginnings Magazine*</b> <i>up to \$875 value</i>	Half Page Ad	Half Page Ad	N/A
<b>Tote bag sample sponsorship</b> <i>up to \$550 value</i>	Up to 2 Items	N/A	N/A
<b>Conference CE Pass</b> <i>up to \$550 value</i>	2 CE Pass	N/A	N/A
<b>*Must be used by December 31, 2023</b>	<b>\$11,000</b> \$12,200+ Value	<b>\$5,500</b> \$5,950+ Value	<b>\$1,650</b> \$2,715 Value

## SPONSORSHIP OPPORTUNITIES

### Conference Tote Bags

Your logo will be printed on every attendees tote bag! Includes logo on AHNA Website

**\$5,000**

### Notepad Samples

Your logo will be printed on notepads and distributed to attendees inside their conference tote bags.

**\$900**

### Tote Bag Insert Sample

Put your flyer, samples, or other promotional item in each attendee's registration tote bag!

**\$550**

### Sports Water Bottle

Help our attendees stay hydrated! Sponsor this 'must have' item that will be with our attendees throughout the entire conference and beyond.

**\$2,750**

### Directional Floor Decals

Lead attendees directly to your booth or table! AHNA will place two (2) directional floor decals at the entrance of the exhibit hall and inside of the exhibit hall leading to your space.

The decal will contain your logo and booth/table number. Limited to two (2) sponsors - Act fast!

**\$385**

### Reflective Labyrinth Room


Place your promotional items and signage near our reflective labyrinth room where attendees go to reflect meditate, do yoga, relax, or read.

**\$550**

# EXHIBIT HALL LAYOUT

Submit the form on the next page today to reserve your spot before it's gone!  
Exhibit Hall is located in the Palms Conference Center in Majestic Ballrooms 4, 5, 6.

 Food & Beverages

 10'x10' booth

 6' table

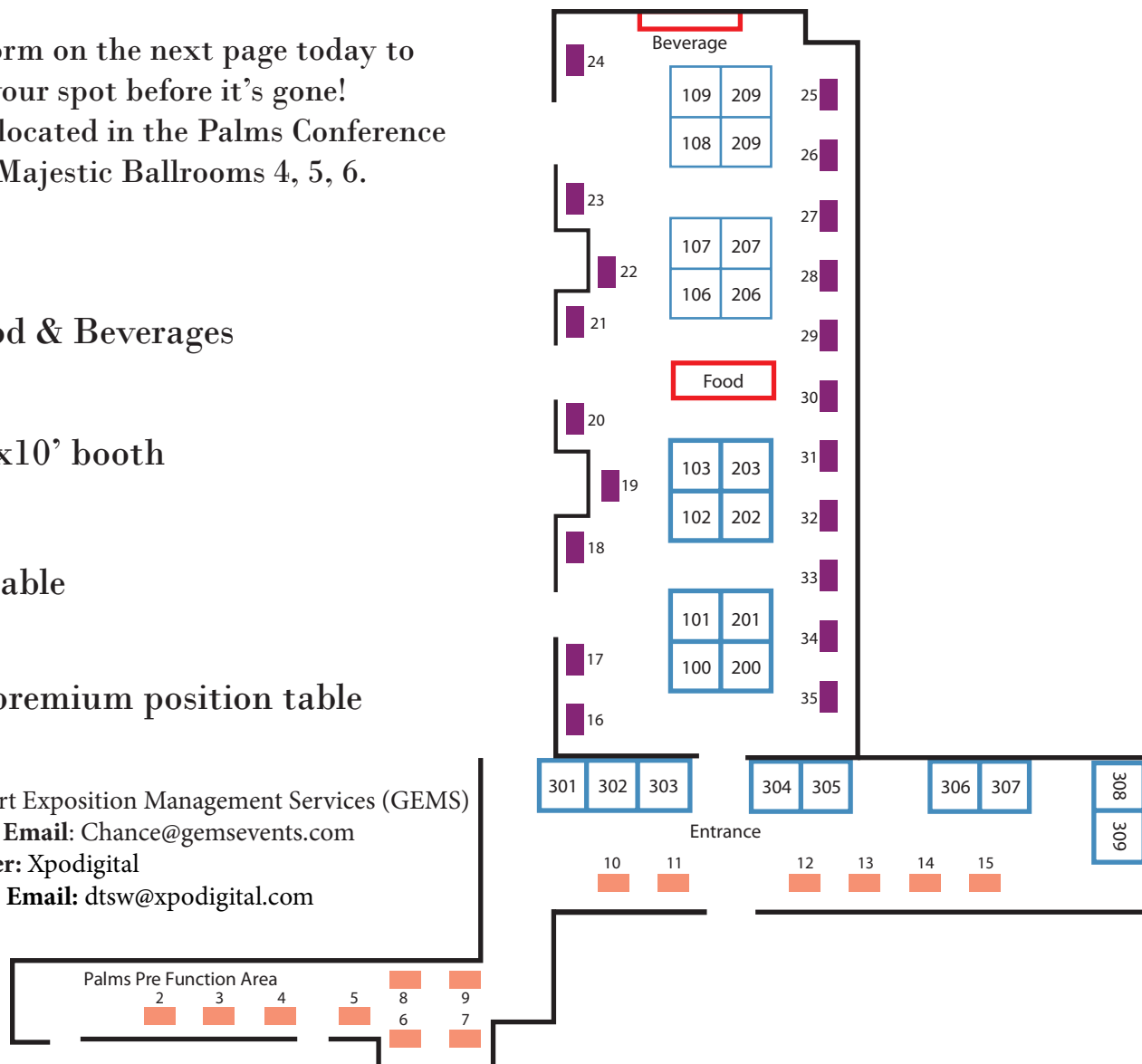
 6' premium position table

**Exhibit Supplier:** Gilbert Exposition Management Services (GEMS)

**Phone:** (407) 438-5002 **Email:** Chance@gemsevents.com

**Electric & Wifi Provider:** Xpodigital

**Phone:** (407) 499-3860 **Email:** dtsw@xpodigital.com



## Important 2023 Dates\*

### January 31:

- Exhibitor Early Bird Ends

### March 3:

- Exhibitor Services Info Available
- Enews Ads & Beginnings Ads Due

### April 3:

- Guidebook Content Due
- First Set of Mailing Labels Available
- Mobile App Content Due
- Badge Names Due
- Logo Image Due

### May 10:

- Exhibitor Discounted Orders Deadline
  - Shipments Accepted by GEMS
- June 1:**
- Exhibit Form Deadline

### June 5:

- Last Day for Shipments to Arrive at GEMS Warehouse
- Wifi & Electric Due

### June 7:

- Exhibit Set-Up

### June 30:

- Second Set of Mailing Labels





Are You Submitting Ads?

Yes / No

FOR OFFICE USE ONLY

☐ Description received

Exhibit space

Invoice #

Date received

Amount due

# 2023 EXHIBITOR & SPONSOR CONTRACT

American Holistic Nurses Association Annual Conference

Exhibit Dates: June 7th - 10th

## Company Info

Please print your company name as you want it to appear on all AHNA conference materials and listings

Company: \_\_\_\_\_

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

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

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

Email: \_\_\_\_\_ FEIN#\* \_\_\_\_\_

\*Required for non-profit pricing consideration

Please provide a 30-word description of your company's products/services to be printed in the conference guidebook no later than **Monday, April 3, 2023**

## Exhibit Space & Exhibit Packages

Tables and booths will be assigned on a first come, first served basis upon receipt of \$100 non-refundable deposit

### BOOTH OPTIONS

#### Early Bird Pricing

(Paid in full on or before January 31, 2023)

- ☐ Non-Profit \$1,113  
☐ Non-Member \$1,597  
☐ AHNA Member \$1,224

#### Regular Pricing

(Paid in full AFTER January 31, 2023)

- ☐ Non-Profit \$1,392  
☐ Non-Member \$1,997  
☐ AHNA Member \$1,531

#### Booth Assignment

(Please list preferred booth numbers)

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

### STANDARD TABLE OPTIONS

#### Early Bird Pricing

(Paid in full on or before January 31, 2023)

- ☐ Non-Profit \$726  
☐ Non-Member \$1,065  
☐ AHNA Member \$799

#### Regular Pricing

(Paid in full AFTER January 31, 2023)

- ☐ Non-Profit \$908  
☐ Non-Member \$1,331  
☐ AHNA Member \$999

#### Standard Table Assignment

(Please list preferred table numbers)

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

### PREMIUM POSITION TABLE OPTIONS

#### Early Bird Pricing

(Paid in full on or before January 31, 2023)

- ☐ Non-Profit \$871  
☐ Non-Member \$1,491  
☐ AHNA Member \$958

#### Regular Pricing

(Paid in full AFTER January 31, 2023)

- ☐ Non-Profit \$1,089  
☐ Non-Member \$1,863  
☐ AHNA Member \$1,198

#### Premium Table Assignment

(Please list preferred table numbers)

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

### PREMIUM AD PACKAGES

#### Ocean Blue Package

- ☐ Non-Member \$3,100  
☐ AHNA Member \$2,800

#### Sky Pink Package

- ☐ Non-Member \$1,195  
☐ AHNA Member \$1,115

- ☐ Booth Upgrade\* \$385  
☐ Premium Table\* \$165

\*Amount is added to cost of exhibit package

### PARTNERSHIP

- ☐ Platinum \$11,000  
☐ Gold \$5,500  
☐ Silver \$1,650

### MOBILE APP AD

- ☐ Push Notification \$110  
☐ Banner \$660  
☐ Splash Screen \$2,750

### GUIDEBOOK AD \*Due April 3

- ☐ Business Card \$165  
☐ Quarter Page \$275  
☐ Discounted eNewsletter Ad \$382+  
☐ Half Page \$440  
☐ Inside Cover Half Page \$495  
☐ Full Page \$660  
☐ Discounted Beginnings Ad \$688+  
☐ Inside Cover Full Page \$825  
☐ Back Cover Full Page \$2,750

### SPONSORSHIP

- ☐ Floor Decals \$385  
☐ Tote Bag Sample \$550  
☐ Labyrinth Room \$550  
☐ Water Bottle \$2,750  
☐ Notepad Samples \$900  
☐ Tote Bag \$5,000

### Discounted Exhibitor Add-Ons

- ☐ Additional Exhibitor Badges \$110  
☐ Conference Passes (CE)\* \$275  
☐ Conference Passes (No CE)\* \$125  
☐ Full Meal Pass \$225  
☐ Awards Banquet Ticket \$100

\*Does not include meals

I, the undersigned, as authorized agent of the above-named company, agree to adhere to the terms and conditions of this contract as described in this Prospectus and understand that I am responsible for ensuring all other company representatives in my booth to do the same. I acknowledge that AHNA reserves the right to accept or reject this application. All exhibitors and sponsors who fall under the American Nurses Credentialing Center (ANCC)'s definition of a "commercial interest" may not present a workshop or other CNE-provided activity at the conference related to the goods and/or services promoted at their exhibit booth or sponsored item.

I have read, understood, and will abide by the Exhibitor Terms and Conditions

Signature X \_\_\_\_\_

### Payment Information

- ☐ Visa/MasterCard  
☐ Discover  
☐ American Express  
☐ Check (made payable to AHNA)

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

CVV2 Code \_\_\_\_\_ Name As It Appears On Card \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Billing address for card (if different than above) \_\_\_\_\_

**GRAND TOTAL: \$** \_\_\_\_\_

Mail to: AHNA, 2900 SW Plass Ct, Topeka, KS 66611; Fax to: 785-234-1713

Email to: conference@ahna.org; Toll Free: 800-278-2462; Web: www.ahna.org

# Exhibitor Terms and Conditions

- Exhibitor Services:** Exhibit Service Forms containing exhibit services will be made available to each exhibiting company in March, 2023 via Gilbert Exposition Management Services GEMS. All forms must be completed and returned by Thursday, June 1, 2023 if you plan to order additional furniture/draping outside of the standard set up to ensure that adequate labor, equipment, etc. By agreeing to these exhibitor terms and conditions you understand and agree that other extra items may not be available unless ordered by the date specified above through GEMS. Any Audiovisual needs, including electricity and wifi, must be purchased directly through Xpodigital, before Wednesday June, 7th 2023. The Exhibitor Services Form will be emailed to your AHNA Exhibitor Confirmation Email and is also available upon request.
- Booth Construction and Dimensions:** All booths are 10' x 10' with 8' high back wall and 33" high side rail pipes. Each exhibit space will contain a company identification sign and a draped 6' table with two chairs. Additional signs for display purposes may be ordered through GEMS. Contact GEMS at (407) 414-0298 or email [Chance@gemsevents.com](mailto:Chance@gemsevents.com) for requests. The hall where the exhibits are located is carpeted. Exhibitors wanting additional dedicated carpeting within their exhibit space must submit a request to GEMS via email at [Chance@gemsevents.com](mailto:Chance@gemsevents.com). Additional items ordered are available at the exhibitors expense.
- Displays/Signs:** All displays are to be professional and attractive. Any space/exhibitor that does not meet the standards of AHNA will not be invited back. Music or other audio/visual sound without earphones is not permitted. Open flames and burning of incense are strictly prohibited. Diffusion of aromatherapy must be within the specifications of the space configurations. Exhibits should be installed so they do not project beyond the space allotted or obstruct the view of, or interfere with, other exhibits.
- Installation, Dismantling & Conference Schedule:** The Exhibitors are required to check in at AHNA Exhibitor Registration by 4:00 pm on Wednesday, June 7. The installation of exhibits must be completed between 2:00 pm and 6:30 pm on June 7. If any booth is not set up in full by 6:30 pm on June 7, AHNA reserves the right to re-assign the space to another exhibitor, or to make use of the space as deemed necessary, at the exhibitor's expense. Refunds are not available in such cases. Exhibits must remain set up until the closing of the exhibits at 4:00 pm on Saturday, June 10. Dismantling before 4:00 pm is strongly discouraged and may negatively impact your exhibiting presence at future AHNA Conferences. All exhibits must be fully removed by 6:00 pm June 10. If all exhibits are not removed by that time, AHNA reserves the right to remove the exhibit at the exhibitor's expense. Exhibitors should be at their exhibit ready to do business when the doors open. Exhibitors are permitted to leave their booths while attendees are in workshops. AHNA will provide exhibitors with a schedule of attendee activities. Schedule & layouts are subject to change.
- Registration/Name Badges:** Exhibitors are issued two badges for personnel staffing the exhibit. Additional badges for Exhibit representatives may be purchased for \$110 each. This **DOES NOT** include admission to any conference programming or other activities.
- Cancellations:** All cancellations must be submitted in writing. The \$100 nonrefundable deposit will be retained for all cancellations prior to February 13, 2023. All cancellation fees retained by AHNA under this contract are deemed fully earned and made in consideration for expenses incurred by AHNA for lost or deferred opportunity to provide exhibit space to others.
- Exhibiting Virtual Refund Policy:** With the health and safety of our members and vendors as an significant concern, due to the COVID-19 pandemic, if AHNA converts to solely a virtual conference platform and an exhibitor is unable to provide promotional services, AHNA offers the options to roll over their deposit and fees as a credit for the 2024 conference, or receive a refund. For an exhibitor to be eligible to receive a refund, or a future conference credit exhibitors must provide a valid written explanation as to an inability to convert promotions into a virtual platform to [conference@ahna.org](mailto:conference@ahna.org). Each submission if approved will receive a notification of confirmation. Exhibitors not approved to receive the eligible refund, or future conference credit are subject to the standard AHNA Exhibitor Cancellation Policy (#6).
- COVID-19:** AHNA has the right to remove individuals who do not comply with COVID-19 standards or AHNA's policies at exhibitors expense.
- Eligibility to Exhibit:** AHNA reserves the right to determine acceptability of applications for exhibit space based on criteria including, but not limited to: overall benefit of product/service to attendees; congruency of product/service with the mission, philosophy and intentions of AHNA and objectives of conference; overall variation of products/services exhibited; ANCC guidelines for commercial interest; and space constraint of the exhibit area. Disruptive behavior at the conference by any exhibitor will be considered grounds for immediate dismissal without refund.
- Product/Service Restrictions:** AHNA reserves the right to limit the number of vendors offering any one particular product or service. In the case AHNA decides to limit vendors, the first-come, first-serve policy will apply. AHNA will honor known corporate exclusivity policies and reserves the right to check that individual distributors are in good standing with any affiliate corporation. (Refer to #8 of Exhibitor Terms & Conditions). Exhibitors are responsible for all sales taxes for all items sold while at the AHNA Annual Conference. Registration with the Florida Tax Commission, collection of taxes and payments to the state of Florida are the sole responsibility of the Exhibitor. The sales tax rate (currently) in Orlando, FL is 6%. Any taxes due to your home state are still applicable. Please check your local state requirements for additional information.
- Contents/Usage of Exhibit Space:** A description of ALL products/services offered at the show must be detailed and emailed to [conference@ahna.org](mailto:conference@ahna.org). If products/services are available that were not detailed in the provided description, AHNA reserves the right to demand products/services information to be removed from the exhibit without refund (see provision #18). This is to protect the interest of all exhibitors and maintain the diversity of the show. All business and sales activities must be conducted within the confines of the exhibit during the times specified. *No advertising/sales/marketing materials may be displayed or distributed in any other part of the exhibit hall or hotel premises.* Infraction will be considered cause for dismissal of exhibitor without refund. Interfering in any way with the business or exhibit space of another exhibitor is strictly prohibited and will be considered cause for dismissal of said exhibitor without refund. Two or more companies/organizations may not exhibit in a single space. Exhibit space is to be used solely by the exhibitor whose name appears on the original contract. The subletting or re-assignment of space is prohibited. AHNA will not honor exhibit space that has been re-sold or traded to a different vendor whose name does not appear on the original contract. All sales of exhibit space must be processed directly through AHNA.
- Commercial Interest & CNE Activity:** Exhibitors who fall under the American Nurses Credentialing Center's (ANCC) definition of a "commercial interest" may not present a CNE-provided activity at the conference related to their goods and/or services promoted at their exhibit booth. It is the responsibility of the exhibitor to notify AHNA prior to purchasing exhibit space if she/he or anyone affiliated with the exhibit company (i.e. employee, board member, etc.) has been accepted as a presenter for the conference. For a definition of a "commercial interest" please visit [www.nursingworld.org/~48cec7/GlobalAssets/docs/ANCC/accred-CEContentIntegrity.pdf](http://www.nursingworld.org/~48cec7/GlobalAssets/docs/ANCC/accred-CEContentIntegrity.pdf)
- Fire & Safety:** Exhibitors must comply with all rules, regulations and codes relating to fire and safety. This conference is designated a non-smoking event. Smoking is not permitted in meeting rooms, exhibit hall, or during any AHNA-sponsored activities.
- Hold Harmless Clause:** The exhibitor assumes complete responsibility and agrees to hold AHNA, DoubleTree by Hilton Orlando, and Gilbert Exposition Management Services (GEMS) harmless from any and all claims, suits, liabilities, demands, damages, or other costs of any kind which might result from any action or failure to act of the exhibitor or any agent, representative, personnel, etc. during or related to exhibition at this event, including but not limited to claims of damage or loss, harm or injury to the person or property of the exhibitor or any of its agents, employees or other agents. AHNA, DoubleTree by Hilton Orlando, and Gilbert Exposition Management Services (GEMS) will not maintain insurance covering exhibitor property and therefore it is the sole responsibility of the exhibitor to obtain insurance for such purpose. Exhibitors are encouraged to carry All Risk Insurance. AHNA shall not be responsible for any damage or loss of exhibitors' materials. In the event the conference facility becomes unusable due to acts of God, strikes, fire, terrorism, epidemic, pandemic or any other cause not within the control of AHNA, the exhibitor releases AHNA from all claims, damages, etc. which may be consequences thereof.
- Photo Consent:** All exhibitors agree to grant AHNA privileges to photograph the exhibit setup and any interaction between exhibitor(s) and conference attendees. The exhibitor grants AHNA permission to use any photographs obtained from the conference in future promotions and advertising as well as documentation.
- Security:** It is the responsibility of the exhibitor to secure all valuables. The DoubleTree by Hilton in Orlando offers general security and locked doors overnight upon closing of the exhibit hall. All goods and/or equipment are solely the responsibility of the exhibitor. AHNA nor the DoubleTree by Hilton Orlando is responsible for the replacement of lost or stolen goods. If at any time during show hours, the booth is left unattended, exhibitors must secure all valuables prior to leaving. Neither AHNA nor the DoubleTree by Hilton Orlando will be held responsible for any loss or damage incurred to exhibits left unattended.
- Lodging & Meals:** Meals and lodging are not included in the cost of exhibit space. All food and beverages served at functions associated with the event must be provided, prepared, and served by the DoubleTree by Hilton and must be consumed on hotel premises. AHNA is hosting the Exhibit Hall Opening Reception and various refreshment breaks in the Exhibit Hall.
- Failure to provide description:** Failure to timely provide the exhibiting company's description of all products/services offered at the show in writing for publication and promotions does not invalidate any provision of these Exhibitor terms and conditions.

# GENERAL INFORMATION

## EXHIBIT HALL SCHEDULE

### Wednesday, June 7, 2023

2:00 PM - 6:30 PM      Exhibitor Registration/  
Set Up

### Thursday, June 8, 2023

8:00 AM - 8:00 PM      Exhibit Hall open  
8:30 AM - 9:30 AM      Attendee snacks in  
Exhibit Hall

### Friday, June 9, 2023

8:00 AM - 6:00 PM      Exhibit Hall open  
8:30 AM - 9:30 AM      Attendee snacks in  
Exhibit Hall

### Saturday, June 10, 2023

8:00 AM - 4:00 PM      Exhibit Hall open  
11:00 AM - 12:15 PM      Attendee snacks in  
Exhibit Hall  
4:00 PM - 6:00 PM      Exhibit dismantling

*\*Schedule subject to change*

## TRANSPORTATION & PARKING

The DoubleTree by Hilton at SeaWorld WILL NOT be offering 24-hour shuttle service to and from the Orlando International Airport.

### Uber

For more information visit:  
<https://www.uber.com/global/en/cities/orlando/>

Uber

### Lyft

For more information visit:  
<https://www.lyft.com/rider/cities/orlando-fl>

lyft

### Public Bus System: LYNX

<https://www.golynx.com/maps-schedules/>



### Orlando International Airport (MCO)

1 Jeff Fuqua Blvd, Orlando, FL 32827  
<https://orlandoairports.net/>

## IMPORTANT NOTICES

**AHNA does not contract room blocks for conference with any third-party vendors or housing services.**

For your own protection, **DO NOT** make reservations through ANY unknown housing or travel company. All reservations should only be made using the phone number listed while dealing with a DoubleTree by Hilton representative. If you receive a call or email from any company that is not an official representative of the DoubleTree by Hilton, contact us at [conference@ahna.org](mailto:conference@ahna.org) or call AHNA at (785) 234-1712

**AHNA does not sell attendee contact information. This is provided to you as an exhibitor benefit.**

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## DoubleTree by Hilton Orlando at SeaWorld



10100 International  
Drive Orlando, FL 32821

- **Reservations:** Call (407) 352-1100 and mention AHNA conference rate or visit the AHNA reservation link: <https://bit.ly/3R3N9Lp>
- **AHNA Conference Rate:** \$149 per night + \$10 resort fee per night
- **Parking:** Hotel guests, complimentary self parking. Day Visitors, \$10 + tax self parking.





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