



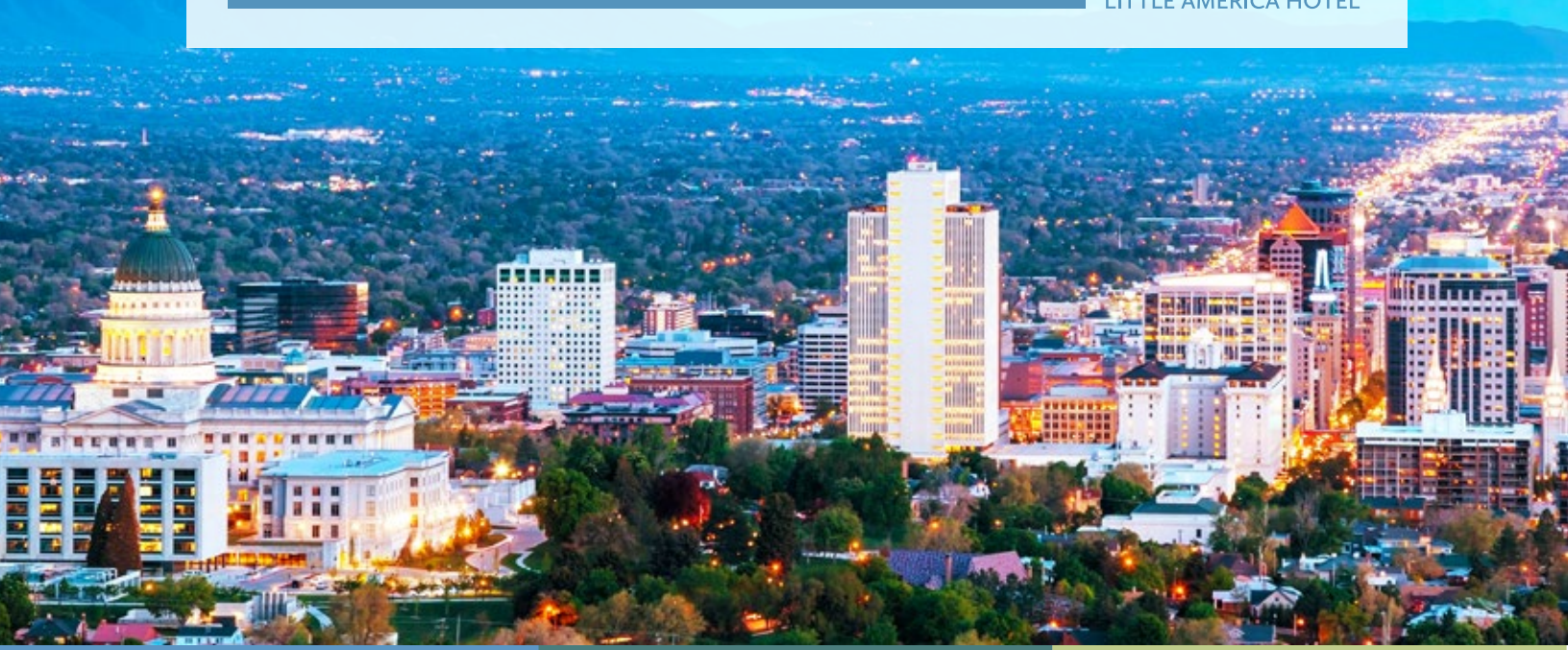
www.nationalahec.org



Visualizing the Crossroads of Our Past, Present, and Future

2020 NAO BIENNIAL CONFERENCE

JULY 14-17, 2020
SALT LAKE CITY, UTAH
LITTLE AMERICA HOTEL



Sponsor & Exhibitor Prospectus

Welcome & Conference Overview

We would like to invite you to participate in our 2020 National AHEC Organization (NAO) Biennial Conference, July 14-17, 2020, in Salt Lake City, Utah. The conference will attract 500-600 NAO members and affiliates from around the country with its program of nationally recognized speakers, topical workshops, and educational seminars.

This year's theme, Visualizing the Crossroads of Our Past, Present, and Future, builds upon a strong foundation of leadership as Area Health Education Centers (AHEC) move forward to address the increased demands placed on the nation's primary care workforce. It appeals to an inclusive blend of attendees as the result of our position as advocates of diversity among the health professions. It allows you to contribute to discussions regarding developments in healthcare, legislative policies and health education.

We invite you to participate in the conference as an exhibitor or sponsor. This prospectus details the options available for showcasing emerging technologies, promoting innovative programs, or sharing best practices with a broad audience of primary care clinicians, and community academic faculty, youth educators, and providers of continuing education.

Your involvement in the conference benefits your agency as well as the professionals in attendance. All opportunities are on a first-come, first-served basis. Your timely action will secure the appropriate exposure and benefits for your organization.

What is the National AHEC Organization (NAO)?

The National AHEC Organization represents a network of more than 300 Area Health Education Center university-based program offices and community-based non-profits that serve over 85% of United States counties, particularly in rural and medically underserved areas.

NAO's mission is to help its members achieve the AHEC mission through advocacy, education, and research.

The AHEC mission is to enhance access to quality health care, particularly primary and preventive care, by improving the supply and distribution of healthcare professionals via strategic partnerships with academic programs, communities, and professional organizations.

To learn more about NAO, please visit www.nationalahec.org

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Note: While every effort has been made to ensure information contained in this prospectus is complete and accurate, errors, discrepancies and/or omissions found in the document will be reviewed by the Conference Planning Co-Chairs who reserve the right to correct and/or update the information (including after orders are received).

Hotel & Travel Information

Enjoy Salt Lake City during the NAO Conference, a town teeming with arts, entertainment and great food. The Little America Hotel is nestled in the Salt Lake Valley below the Wasatch Mountain Range and surrounded by the beautiful foothills, all just minutes from the Great Salt Lake. Visitors have many choices of activities and adventures beyond the night life and culture of the city.

Hotel

The Little America Hotel
500 South Main Street
Salt Lake City, UT 84101

RESERVATIONS

A block of rooms is being held at the hotel, block code AHEC0720.

[Make a Reservation](#)

All room reservations must be made by June 10, 2020, to lock in this rate. This rate is available two days pre/post conference, subject to availability.

Phone in Reservations: (800) 281-7899

If you wish to make your reservation over the phone please identify yourself as being part of the National AHEC Organization Conference to receive the special group rate.

IMPORTANT HOTEL INFORMATION

Located only ten minutes from the Salt Lake City International Airport.

Taxis can be found outside of the baggage claim areas of each terminal and averages around \$20 per trip, not including gratuity.

Overnight parking rates: \$15 for both self and valet parking.

Check In: 3:00 PM

Check Out: 12:00 PM



Exhibitor Information

Exhibitor Packages

The 2020 NAO Biennial Conference offers 20 hours of designated exhibit time with several networking breaks taking place within the exhibit hall. Reserve your spot by April 14, 2020. Booths are assigned on a first-paid, first-served basis.

Booth

(Goods, Services, Products for Sale)

\$800 NAO Members and Affiliates

\$950 Non-members

\$50 Electrical

Each 8' x 10' Booth Space includes:

- Carpeted booth space
- Draped back wall (8' H) and side rail (3' H)
- 6' skirted table and 2 chairs, wastebasket
- ID sign (44" W x 7" H)
- Name badge for one booth personnel (additional badges may be purchased at \$140 each)
- Recognition in the Conference Program and Conference Website
- Opportunity for product or service exposure through participation in exhibitor drawings

Table

(Informational Resources Only)

\$500 NAO Members and Affiliates

\$650 Non-members

\$50 Electrical

Each Table Display includes:

- 6' skirted table and 2 chairs
- ID sign (11" W x 8.5" H)
- Name badge for one table personnel (additional badges may be purchased at \$140 each)
- Recognition in the Conference Program and Conference Website
- Opportunity for product or service exposure through participation in exhibitor drawings

Booth Attendee Meal Plan

(Optional – for Additional Booth Personnel)

\$240 Each

Each plan includes meals and breaks (with exception of Museum Excursions)

Note: Booth/table space does not include special lighting; electricity; individual booth cleaning or trash removal; or other special service requested by the exhibitor.

Exhibitor Schedule of Events

TUESDAY, JULY 14

2:00 PM – 5:00 PM Exhibitors Move-In

5:00 PM – 7:00 PM Poster Competition

WEDNESDAY, JULY 15

7:30 AM – 4:30 PM Exhibits Open

THURSDAY, JULY 16

7:30 AM – 5:00 PM Exhibits Open

5:30 PM – 8:00 PM Museum Excursion**

Note: Exhibitors are expected to staff booths and tables during scheduled hours. Exhibit tear down begins at 5:00 PM Thursday, July 16.

Schedule subject to change.

Exhibit Rules & Regulations

The following rules and regulations are a part of the 2020 National AHEC Organization (NAO) Biennial Conference Exhibitor's Application and Contract. Please provide a copy of these Rules and Regulations to the person(s) responsible for the setup of your booth(s).

Assignment of Space

Assignment of exhibit space and sponsorship will be on a first paid, first-served basis. Every effort will be made to accommodate requests for booth assignments.

Exhibit Fees and Payment

Applications will NOT be processed without the required payments and signature. All applications must be accompanied by full payment on or before April 14th, 2020. Payments received after that date will be assessed a \$100 late fee. Receipt of payment does not obligate NAO to accept a contract as binding. NAO retains the option of returning funds.

Exhibitor Cancellation

Cancellations of sponsorship or exhibit space must be directed in writing to Joelle Ward at Joelle.ward@conferencedirect.com by April 14, 2020.

Refunds, less an administrative fee of \$100, will be made at the discretion of NAO, but no refund will be given for a cancellation after April 14th, 2020.

Installation and Dismantling

Exhibitor Move-In Tuesday, July 14, 2:00 PM – 5:00 PM
Exhibitor Move-Out Thursday, July 16, 5:00 PM – 8:00 PM

Shipping

NAO will e-mail each exhibitor information that provides shipping instructions and other important information as determined.

Exhibitor Registration

Name badge for one (1) person is included with each booth and table top display. Additional badges may be purchased for \$140 each. Meal plans may be purchased at \$240 each. Each name badge admits one person to the exhibit hall only. All exhibitors must register online.

Use of Space

Exhibitors shall not assign, share, or sublet any space without written consent from NAO. Care must be taken that no booth display extends more than 8' above the floor or more than 8' in depth from the back wall of the booth, or interferes with the view of other exhibitors. Noticeable noise produced from operation of any equipment or apparatus is not permitted.

Liability

NAO and Little American Hotel will not be held responsible for the safety of the property of the exhibitors from theft, fire, damages, accident or other causes. Exhibitor agrees to protect, save and hold NAO and Little America Hotel and all agents and employees thereof (hereafter collectively called indemnities") forever harmless for any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitors or those holding under the exhibitor.

Further, exhibitors shall at all times protect, indemnify, save and hold harmless the indemnities against and from any and all losses, costs (including attorney's fees), damages, liability or expense arising from or out of or by reason of any accident or bodily injury or other occurrence to any person or persons, including the exhibitors, its agents, employees, and business invitees which arises from or out of or by reason of said exhibitor's occupancy and use of the exhibition premises or a part thereof.

Sponsorship Levels

Benefits	PLATINUM \$5,000	GOLD \$4,000	SILVER \$2,500	BRONZE \$1,500
Complimentary Exhibit Booth	✓	✓		
Complimentary Exhibit Table	✓	✓	✓	✓
Linked Logo on Conference Website and in Conference Program	✓	✓	✓	✓
Complimentary Registration	4	3	2	1
Advanced Copy of Conference Attendee List	✓	✓	✓	✓
Recognition & Signage at all Plenary Functions	✓	✓	✓	✓
Conference Bag Stuffers	2	1	1	1
Reserved Tables at all Meals for up to 10 People	✓	✓	✓	
Breakout Session Sponsorship	2	1		
Custom Signage with Logo Prominently Displayed	✓	✓		
Acknowledgment in NAO Membership Update and on NAO Social Media Channels	✓	✓	✓	✓

Note: Please email company logo (high resolution in .tiff or .eps format) and a brief company profile (50 words or less) to Joelle Ward at Joelle.ward@conferencedirect.com.

Thanks to our Past Sponsors & Exhibitors!

3RNet

Agency for Healthcare Research & Quality

American Association of Colleges of Osteopathic Medicine

Applied Educational Systems

Applied Technologies

Association of Nurses in AIDS Care BQ Ergonomics, LLC

Carolinas HealthCare System CMHD Bioethics Center

Challenger Clinical Education & Quality Improvement

Solutions Collegiate Health Service Corps

Community Health Partnership ComQuip, Inc.

Connect US Health

DNTLworks Equipment Corporation Health Workforce

Information Center Infant Adoption Training Initiative

In-A-Box Curriculum/Oregon AHEC Kickapoo Traditional Tribe of Texas Mosaic Life Care

National Center for Interprofessional Practice and Education

National Multiple Sclerosis Society

National Rural Health Association Overeaters Anonymous

Paxton/Patterson Classroom Technology Learning Systems

Polyglot Medical Spanish

Realityworks, Inc.

Robert Wood Johnson Foundation Clinical Scholars Program

Rural Assistance Center

Rural Health Information Hub The Organ Wise Guys

U.S. National Institute on Minority Health & Health Disparities

U.S. National Library of Medicine

U.S. Public Health Service

Direct questions regarding the 2020 NAO Biennial Conference to Joelle Ward at Joelle.ward@conferencedirect.com.

Sponsorship Opportunities

Breakfasts | \$1,500 Each (3 AVAILABLE)

Help attendees start the day off right by sponsoring breakfast! Your name and logo will be prominently displayed on signage at the entrance to the breakfast area. Breakfast Sponsors also receive a special sponsor ribbon and recognition on the conference website and conference program.

Luncheons | \$2,000 Each (3 AVAILABLE)

Your organization's name and logo will be prominently displayed on signage at the entrance to lunch as attendees refuel for the afternoon. Lunch Sponsors also receive a special sponsor ribbon and recognition on the conference website and conference program.

Networking Breaks | \$500 Each (4 AVAILABLE)

Your organization's name and logo will be prominently displayed on signage next to the ever-popular mid-morning or afternoon break of your choice. Whether snacks are sweet, salty or a savory combination, attendees will thank you for the pick-me-up!

Museum Excursion | \$5,000 (1 AVAILABLE)

Nestled in the foothills above Salt Lake City, the Natural History Museum of Utah provides a refined venue to promote your organization. The distinctive location, complete with incredible exhibit galleries and sweeping views of the Salt Lake Valley, offers a unique environment to showcase your organization in a setting that will make a lasting impression on attendees. The Excursion Sponsor also receives one complimentary registration (\$700 value), a special sponsor ribbon, and recognition on the conference website and conference program.

Breakout Session Sponsors | \$300 Per Session

You may select which session you wish to sponsor. Limited to one sponsor per session.

Sponsoring one or more sessions at the 2020 NAO Biennial Conference means recognition as an NAO supporter and puts your name in front of attendees in the room as well as in the conference program.

Marketing Special | \$350

Reach conference attendees by having your marketing brochure (double-sided, limited to 8 1/2" x 14") or comparable item included in the conference tote bags along with two broadcast emails.

Conference Tote Bags | \$3,000

Highlight your company on the official attendee Conference Tote Bag! Totes are provided to each attendee along with their meeting materials. As the sponsor, your company name or logo will be imprinted along with the NAO logo on each tote and sported by attendees throughout the event. This is one of the best ways to put your company's name in front of every attendee and have it continue to be seen long after the conference is over. The Conference Tote Bag Sponsor also receives a special sponsor ribbon and acknowledgment on the conference program.

Sponsorship Opportunities (CONT'D)

Customized Name Tag Lanyards | \$2,500

This item is a necessity for all attendees! Let attendees know you support NAO while your company gets recognition. Your company logo and/or name will be printed on the lanyard. The Lanyard Sponsor also receives a special sponsor ribbon and acknowledgment on the conference website and conference program.

Conference Padfolio | \$4,000

Customized with your company logo and the NAO logo, the Conference Padfolio Sponsor also receives a special sponsor ribbon and acknowledgment on the conference website and conference program.

Wi-Fi Sponsor | \$5,000

Be the official 2020 NAO Biennial Conference Wireless Sponsor! Make a splash and obtain the thanks of all attendees! Your company logo and/or name will run as attendees login to the Internet from the meeting area. The Conference Wi-Fi Sponsor also receives a special sponsor's ribbon and acknowledgment on the conference website and conference program.

Application

Company Name _____ Date: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Fax: _____
 Contact Person: _____ Contact Email: _____
 Company URL: _____
 Onsite Contact: _____ Onsite Contact Email: _____

Exhibit Packages

	Price	Total
Booth	Member: \$800/Non-member: \$950	\$
Table	Member: \$500/Non-member: \$650	\$
Electric	\$50	\$
Exhibitor Pass	\$140	\$
Meal Plan	\$240	\$

Sponsorships

Platinum	\$5,000	\$
Gold	\$4,000	\$
Silver	\$2,500	\$
Bronze	\$1,500	\$

Sponsorship Opportunities

Museum Excursion	\$5,000	\$
Breakfast	\$1,500	\$
Luncheon	\$2,000	\$
Networking Break	\$500	\$
Marketing Special	\$350	\$
Breakout Session	\$300 per session	\$
Tote Bag	\$3,000	\$
Lanyard	\$2,500	\$
Padfolio	\$4,000	\$
Wi-Fi	\$5,000	\$
Total: Exhibitor Package and Sponsorships		\$

Cancellation Policy: Cancellations received in writing on or before April 14, 2020 will receive a full refund less a \$100 processing fee. There will be no refunds for cancellations received after April 14, 2020.

NAO reserves the right to approve marketing materials and refund fees if material is not accepted.

Payment Options

- Check enclosed or in mail (payable to NAO)
 Visa Mastercard Discover Am. Express
 Invoice me

Card Number _____

Expiration Date _____ Total Amount \$ _____

Authorizing Signature _____

Date _____

Print Name on Card _____

Billing Address _____

E-mail _____

An e-mailed receipt from authorize.net will be sent to the above e-mail address when a credit card is processed.

The personal information provided will not be used for any purposes other than those stated upon this form unless you provide your consent. Should you have any questions concerning your personal information please contact Joelle Ward at Joelle.ward@conferencedirect.com or 414-908-4942 Ext. 111. NAO endeavors at all times to treat your personal information in accordance with all applicable laws.

Submit Payment to:

Joelle Ward
 7044 S. 13th Street
 Oak Creek, WI 53154
 Phone: (414) 908-4930, Ext. 111
 EIN: 52-2048606 (Registered business name:
 National AHEC Organization)

