

Advanced *uro*logic

The Premier Conference for
Advanced Practice Professionals

March 21-23, 2019
Hyatt Regency Chicago
Chicago, IL



Exhibit Prospectus

CHICAGO

Education | Connection | Commitment



Dear Exhibit/Marketing Professional,

The Society of Urologic Nurses and Associates (SUNA)

is excited to present to you our exhibit prospectus for the spring Advanced uroLogic Conference, March 21-23, 2019 at the Hyatt Regency Chicago in Chicago, IL. We invite you to exhibit with us!

SUNA is the professional organization for urologic nurses and associates. Members actively practice in hospitals, physician's offices, clinics, and private offices. In their daily responsibilities, SUNA's 2,500+ members are directly involved in all areas of urologic patient care. They initiate product evaluations, purchase products for use, teach patients about new products and services, and provide direct patient care utilizing your products and services.

When you join SUNA as an exhibitor, you will have the opportunity to personally present your important marketing and sales message to nurses and nurse practitioners who make buying decisions. They will be anxious to view all products and services related to urologic health care as well as products related to other associated patient needs such as wound care, oncology, erectile dysfunction, and surgery.

The exhibit hall will be well attended, ensuring high visibility for your booth and products. Program hours and exhibit hours have been coordinated to be mutually exclusive - that is, your exhibit time will not compete with programs or other activities insuring outstanding exposure.

We encourage you to participate in the Advanced uroLogic Conference. Plan now to join us in Chicago as an exhibitor and meet face to face with specialty nurses who are working on a daily basis to promote the highest quality standards in urologic patient care. Your sales and marketing program will benefit. We look forward to seeing you. Send us your space reservations today!

Sincerely,



Tom Greene
Director of Marketing

Sponsorship Opportunities

A variety of sponsorship opportunities are available for exhibitors to enhance their exhibit presence at the conference. Your support of educational programs and other approved functions increase your corporate exposure while supporting the educational goals of the conference. Sponsors will be recognized in signs, publications and verbally during the conference.

For more information, please contact:

Tom Greene, Director of Marketing
SUNA National Office
Phone: 856-256-2367
Fax: 856-589-7463
Email: tom.greene@suna.org

225
nurses expected!



2019 Advanced uroLogic Conference

Hyatt Regency Chicago
Riverside East



REFRESHMENTS



110
108
106
104

113	210
111	208

107	204
105	202

213	312
211	310
209	308

205	304
203	302
201	300

313
311
309
307
305
303

100	101	102	103	200
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Booth Fee
\$2,000.00

Exhibit Schedule

Thursday, March 21

Exhibits Set-Up
10:00 am - 4:00 pm
Exhibits Open
4:30 pm - 7:00 pm
Opening Reception

Friday, March 22

Exhibits Open
8:30 am - 10:30 am
Coffee Break
Exhibitor Dismantling
10:30 am - 3:00 pm

SUNA reserves the right to modify the schedule. Exhibitors will be notified at that time.

Floorplan subject to change.

Exhibit Management:

Heidi Perret, Mktg. Coordinator
Email: heidi.perret@ajj.com
Phone 856-256-2375
Fax 856-589-7463

Tom Greene, Director of Marketing
Email: tom.greene@suna.org

SUNA National Office
East Holly Avenue/Box 56
Pitman, NJ 08071-0056
www.suna.org

Official Decorator

To be determined.

Official Hotel

Hyatt Regency Chicago
151 E. Upper Wacker Drive
Chicago, IL 60601

Exhibitor Information

- Exhibit Hall is carpeted.
- All Booths are 10' x 10'



Plan Now to Attend in 2019!

September 20-23, 2019
Disney's Coronado
Springs Resort
Lake Buena Vista, FL

Policy for Assignment of Space

All applications for space must be filed on the contract form enclosed. Please keep a copy for your records. It is not always possible to assign one of your preferred choices. However, we will try to make assignment in requested area.

The primary consideration in the assignment of space to exhibitors shall be in the best interest of the Society. SUNA may at its discretion accept or reject any application for space, and reserves the right to relocate or reassign exhibit booths at any time.

Exhibit space assignments will be made in accordance with a two-tiered point system. Corporate Members will be ranked in the first tier and all other exhibitors will be ranked in a second tier.

Companies in the first tier who submit their exhibit applications by the established deadline will be assigned space in the order of their earned points, from highest number of points to lowest number of points. After exhibits are assigned for companies within the first tier, companies within the second tier will be assigned exhibit space in the order of their earned points from highest to lowest.

Terms of Payment and Cancellations

Applications should be accompanied by check or credit card payment (VISA, MasterCard or AMEX) in the amount of 50% for each exhibit space, checks payable to the SUNA and mailed to East Holly Ave., Box 56, Pitman, NJ 08071. SUNA's tax identification number is 93-0696206. The balance of payment shall be due upon receipt of confirmation. Should any contingency prevent holding of the Conference or Exhibition, SUNA shall not be held liable for any expenses incurred by the Exhibitor.

For the Advanced uroLogic Conference, exhibitors canceling before January 29, 2019 will forfeit 50% of the full booth fee.

Exhibitors canceling after these dates will be charged full-space rental regardless of whether the space can be resold or not. Cancellations must be made in writing to the SUNA National Office.

Exhibitor Services:

The following services will be provided to exhibitors at no additional charge:

- A standard identification sign showing exhibitor's name and booth number.
- Eight-foot high back wall and 36" high side rails of quality fabric.
- Security Guard service.
- Daily cleaning of aisles in Exhibit Area.
- Company listing in Program Book.
- Complimentary exhibit badges for three exhibit personnel per booth.

Note:

SUNA does not provide any complimentary furnishings, electricity, labor, drayage, etc. for your exhibit.

Hotel Accommodations/ Meeting Space

SUNA has made arrangements with the hotel for an exhibitor block of rooms. Hotel rooms are provided on a first-come, first-served basis and exhibitors should plan on making arrangements as early as possible and can be made directly on the SUNA website www.suna.org. No hotel accommodations will be made for non-exhibiting firms.

Meeting space/function rooms for exhibitors will be available in a limited number. Reservations must also be cleared through the SUNA National Office. Meeting space must not be open during exhibit hours or during sessions. Under no circumstances will companies not exhibiting nor making Conference contributions equal to the average booth fee be permitted to participate in activities during each meeting.

Security and Liability

Security will be provided during non-exhibit hours. However, each exhibitor must make provisions to safeguard his/her goods from the time they are placed in the exhibit area until they are removed by him/her. SUNA, Anthony J. Jannetti, Inc., and the hotel are not responsible for loss or damage due to any cause. Space is leased with the understanding that SUNA, Anthony J. Jannetti, Inc., and the hotel will act for the exhibitor and his or her representative only in the capacity of agent, and not as principal; and that SUNA, Anthony J. Jannetti, Inc., and the hotel assume no liability whatsoever for damages, for any act of omission or commission in connection with said agency, and that the exhibitor and his or her representatives hereby release SUNA, Anthony J. Jannetti, Inc., and the hotel from any or all liability for loss ensuing from any cause whatsoever. The rules and regulations are to be construed as part of all space contracts. SUNA reserves the right to interpret them as well as make final decisions on all points the rules and regulations do not specifically cover.

Special Regulations

No Smoking Policy — Smoking is not allowed within the exhibit area at any time, including move-in and move-out.

Subletting of Space — The subletting or assigning of space is prohibited. Two or more companies may not exhibit in a single space unless special arrangements have been made with the Exhibit Manager.

Installation — Exhibits should be installed so they will not project beyond the space allotted or obstruct the view of, or interfere with other exhibits. HCEA standards will apply.

Fire Safety — All structural work, such as extra shelving, standards, display racks, signs, spotlights, etc., must be approved, and all decorations, drapery, and other fabrics must be flame-proofed before being used in decoration of any exhibit. Balloons are prohibited.

Courtesy — The rights and privileges of an exhibitor shall not be infringed upon by any other exhibitor. Interviews, demonstrations, distribution of literature, etc., must be made from within the exhibitor's booth. Exhibitors may not enter another exhibitor's booth or photograph/investigate another exhibitor's products at any time without the expressed permission from the exhibitor.

Canvassing — Canvassing outside the booth is forbidden. Vendors and/or exhibitors may not distribute materials to other exhibitors at any time by canvassing the hall. All business must be conducted from within each exhibitor's booth.

Advertising — Advertising material or signs of exhibitors other than those who have engaged space are prohibited. Exhibitors may not display advertising, logos, or names for products other than those sold by the exhibitor in its normal course of business unless approved by SUNA in advance.

Audio-Visuals — Audio-visual presentations must be so arranged that aisles are not blocked and be presented in a sound-proof area or so remote that the neighboring exhibitors are not disturbed. All apparatus must conform to the fire regulations of the convention center. Exhibitors with noisy electrical devices, or other exhibits or devices which may prove objectionable to other exhibitors because of noise, odor, or other disagreeable features, must agree to accept booth assignment which will abate reasonable objections to these annoyances.

Conduct — Unethical conduct or infraction of rules on the part of the exhibitor or his or her representatives or both will subject the exhibitor or his or her representatives or both to dismissal from the exhibit hall. In this event, it is agreed no refund shall be made by SUNA and no demand for redress will be made by exhibitor or his or her representatives. Disregard for any rule stated here is considered just reason for SUNA to prohibit an exhibitor from attending all future activities.

Registration

All confirmed exhibitors will have the opportunity to pre-register their personnel. It is to the exhibitor's advantage to register early by e-mail so as to avoid delays onsite. Three (3) badges are included with each 8'x10' booth. Additional badges are \$80 each. The contact person for badge registration is Heidi Perret, email heidi.perret@ajj.com. The official registration area will be open daily. All attendees will be required to register, and admission to the exhibits will be by badge only.



2019 uroLogic Advanced Practice Conference – Chicago, IL
Hyatt Regency Chicago
March 21-23, 2019 (Exhibit Dates: March 21, 22)

APPLICATION FOR EXHIBIT SPACE

Attn: Heidi Perret
 East Holly Avenue / Box 56
 Pitman, NJ 08071-0056
 Telephone – 856-256-2375
heidi.perret@ajj.com

Booth Fees
 10'x10' Booth \$2000.00

SUNA Use Only

Booth Assigned _____

Received _____

We hereby apply for space in the exhibit area, subject to the terms of your printed prospectus of this meeting.

Firm Name _____

Street and Number _____

City _____ State _____ Zip _____

Telephone _____ E-mail _____

Contact _____ Web site _____

Title: _____

Signed _____ Date _____

*You will be listed in the 2019 Attendee Program Book and Mobile App by Company name, address, website address and booth number.
 Please make sure the above information is correct as the information will be taken directly off this application.
 Email address necessary to receive confirmation packet and decorator kit.

Number of booths requested: _____

Choice of Booth(s) –

1st Choice _____	3rd Choice _____	5th Choice _____
2nd Choice _____	4th Choice _____	6th Choice _____

If possible, **do not** assign us space near:

We hereby apply, subject to the terms of your printed prospectus and rules and regulations of this meeting for space in the exhibit area, as follows:

We agree that we may not receive one of our preferred choices. However, the Conference will try to make assignments in the requested area. Assignment of space made by the Conference will be considered accepted unless rejected, in writing, within seven days from the date of receipt of notification of space assignment. Once initial booth assignments are made, booths will be assigned on a first come, first served basis. Payment in full is due upon receipt of confirmation. A deposit in the amount of 50% for each exhibit space is required with application for exhibit space. **Applications submitted after January 29, 2019 must be accompanied by payment in full.** All provisions of the official rules and regulations as published in the official prospectus shall be part of this contract.

Payment:

Number of booths requested: _____ at a cost of \$ _____

50% minimum deposit for applications submitted prior to January 29, 2019 \$ _____

100% of booth fee with applications submitted after January 29, 2019 \$ _____

<p>Payment by Check (SUNA Tax ID # 93-0696206) Mail check payable in U.S. Funds to SUNA (The remaining balance is due prior to booth setup):</p> <p>SUNA uroLogic Advanced Practice c/o Anthony J. Jannetti, Inc. Postal – East Holly Ave., Box 56, Pitman, NJ 08071-0056 UPS/Overnight Service – 200 East Holly Avenue Sewell, NJ 08080 856-256-2375 / Fax 856-589-7463 heidi.perret@ajj.com</p>	<p>Full Payment by Credit Card</p> <p>_____ Visa _____ MasterCard _____ AMEX _____</p> <p>Name on Credit Card _____</p> <p>Credit Card Number _____</p> <p>Security Code _____ Exp Date _____</p> <p>Charge Amount _____</p> <p>Credit Billing Address street # _____ zip code _____</p> <p>Signature _____</p>
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