

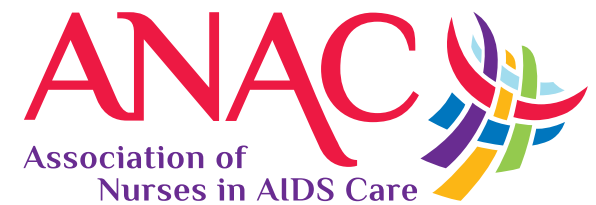
# ANAC 2019: PORTLAND

November 7-9, 2019

Portland Marriott Downtown Waterfront



ANAC 2019 • PORTLAND, OR



Exhibitor  
**PROSPECTUS**

[nursesinaidscares.org](http://nursesinaidscares.org)

We invite you to get involved with the 2019 ANAC national conference in Portland on November 7–9 at the Portland Marriott Downtown Waterfront. This year's theme will focus on nursing and public policy in the current environment, innovative research, the global impact of HIV care, and enhancing our ability to care for key populations.



More than 450 healthcare professionals and nurses attend the conference. They are important and influential decision makers when it comes to prevention, care and treatment of HIV/AIDS patients. Many have prescriptive authority.

## About ANAC

ANAC comprises a dedicated group of nurses, healthcare professionals and others who are committed to HIV/AIDS nursing. ANAC has members around the world. Learn more at [nursesinaids.org](http://nursesinaids.org).



11230 Cleveland Ave NW #986  
Uniontown, OH 44685  
800.260.6780

[nursesinaids.org](http://nursesinaids.org)

# Why exhibit?

**A beneficial exhibitor/attendee ratio of 1:11**

**Multiple opportunities to interact with attendees during lunch and poster presentation reception in exhibit hall**

**Cost-effective exhibitor and advertising opportunities**

**Networking with more than 450 empowered and informed healthcare providers**

## Become an exhibitor

### Rental fees

\$3,000 on or before Aug. 25, 2019  
\$3,250 after Aug. 25, 2019

### Nonprofit rate\*

\$1,500 on or before Aug. 25, 2019  
\$1,750 after Aug. 25, 2019

\* *Must show proof of 501 (c)(3) status*

### All exhibitors receive

- A 10' x 10' booth
- Table and two chairs
- Pipe and drape
- 7" x 44" one-line identification sign
- Floor space with general overhead lighting and air conditioning
- 24-hour security, from move-in through move-out
- Daily cleaning of exhibit hall
- Two full conference registrations (one for nonprofit organizations)
- Fast exhibitor-only registration
- Listing of company name, address, telephone and product information in final conference program and on website

## Exhibitor schedule

Wednesday, Nov. 6, 2019

8 a.m. – 8 p.m. .... Move in

Thursday, Nov. 7, 2019

11 a.m. – 4 p.m. .... Exhibit hall open

11:45 a.m. – 1 p.m. .... Lunch/poster reception

2:15 – 3:15 p.m. .... Break

Friday, Nov. 8, 2019

7 a.m. – 3 p.m. .... Exhibit hall open

7:30 – 8:30 a.m. .... Coffee break/poster reception

1 – 2 p.m. .... Break

Saturday, Nov. 9, 2019

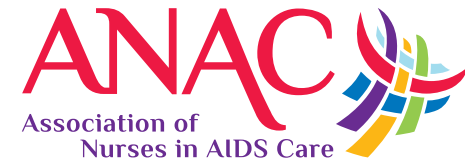
9 a.m. – noon .... Exhibit hall open/coffee served

10:45 – 11:15 a.m. .... Beverage break/raffle drawing

11:30 a.m. .... Move out



**ANAC 2019 • PORTLAND, OR**



## Hotel information

Portland Marriott Downtown Waterfront  
1401 SW Naito Parkway  
Portland, OR 97201

### Reserved room rate

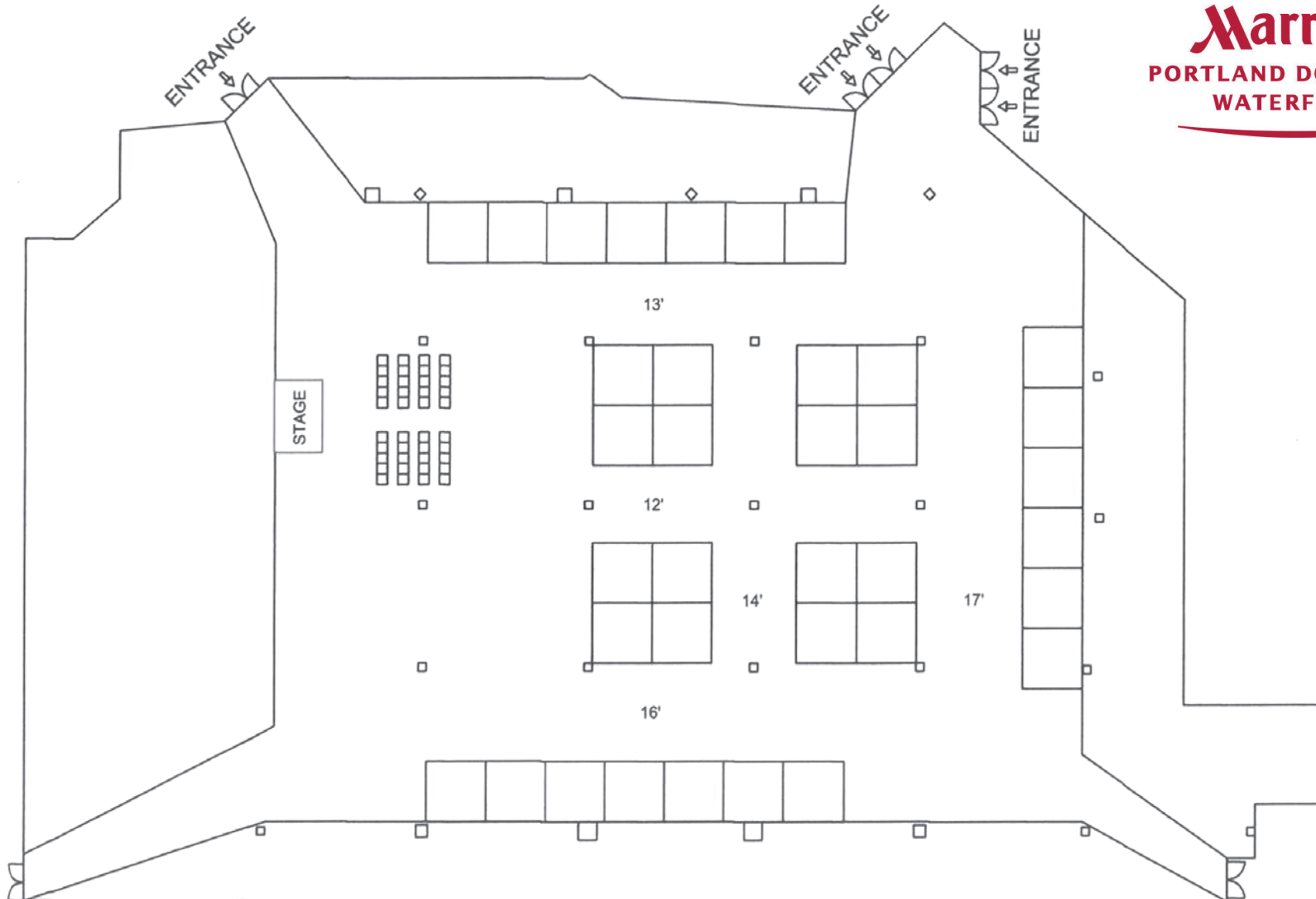
\$234 for all attendees and exhibitors

Call 503.226.7600 and mention ANAC to receive the group rate.

*Room block will close Oct. 15, 2019.*

## Room layout / floor plan

**Marriott**  
PORTLAND DOWNTOWN  
WATERFRONT



## Advertising opportunities

The ANAC conference program will be distributed to all conference attendees, speakers and exhibitors. The conference program will contain information about the conference exhibitors, oral and poster presentations, social events, symposia, sponsors and other information. It serves as the resource for all information about the conference and is used as a tool throughout the year by our attendees.

To advertise your product or service, return your completed advertising contract to ANAC by Aug. 15, 2019.

All ads should be sent in a PDF or JPEG format to erin@anacnet.org. Advertising specs are shown at right. All materials must be turned in to ANAC by Aug. 21, 2019 for inclusion in conference program.

**\* Bag insert program:** bag inserts need to be reserved by Sept. 21, 2019. If inserts are received late, they will not be placed in the attendee bags, but will be available for pick-up at the registration area. No refunds will be given.

AD TYPE	DIMENSIONS	EXHIBITOR COST	NON-EXHIBITOR COST
Full page	4.75" x 7.75"	\$800	\$1,000
½ page	4.75" x 3.75"	\$500	\$600
¼ page	2.25" x 3.75"	\$300	\$400
Back cover	5" x 8 ½"	\$1,600	\$2,000
Inside back cover	5" x 8 ½"	\$1,150	\$1,500
Inside front cover	5" x 8 ½"	\$1,550	\$1,800
Tab page		\$1,050	\$1,300
Four-color process		\$650	\$650
Bag insert*		\$1,500	\$1,500

### Why buy an ad?

Placing an ad in the conference program is a great way to show your support for ANAC, our members and nurses in general. ANAC members work in a variety of clinical, research and academic settings, delivering or contributing to quality person-centered care, often without recognition. Here's an opportunity to show your support and appreciation through an ad in our conference program.

#### FULL PAGE

4.75" x 7.75"

#### QUARTER PAGE

2.25" x 3.75"

#### HALF PAGE

4.75" x 3.75"

#### ARTWORK

Print-ready advertisements should be submitted as a high res (300 dpi/ppi) PDF or JPG file. We request that ads be built using these specific dimensions. Ads that are submitted outside of these perimeters will be modified to fit their determined size.

All ads will appear in the program in black and white unless the ad space has been purchased as full color. Black and white ads may be accepted in full color, however they will be converted to grayscale for one-color printing.

If you are unable to provide a print-ready advertisement, design services are available upon request. Please provide the information you would like to include (including any high res logos, photos, etc.) at the requested time.

Reserve your booth and program ad online at [nursesinaidscare.org/sponsorships](http://nursesinaidscare.org/sponsorships)

Please print.

Send completed form by:

**MAIL:** Association of Nurses in AIDS Care (ANAC)  
11230 Cleveland Ave. NW #986, Uniontown, OH 44685

**EMAIL:** Tina DeRenzis, Exhibit Coordinator at [tina.derenzis@meetingmasters.biz](mailto:tina.derenzis@meetingmasters.biz)  
Kristyn Short, Exhibit Coordinator at [kristyn.short@meetingmasters.biz](mailto:kristyn.short@meetingmasters.biz)

**FAX:** Tina DeRenzis, 330.670.0109

Questions? Tina DeRenzis: 770.309.0445 or Kristyn Short: 404.545.7299

Contact \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

**Payment information**

Total Due (Booth, Ad and Sponsorship) \$ \_\_\_\_\_

- Check (payable to ANAC)
- Credit Card       Visa     MasterCard     Discover     AmEx

Name on credit card \_\_\_\_\_

Billing address \_\_\_\_\_

Credit card number \_\_\_\_\_ Expiration \_\_\_\_\_ CVV number \_\_\_\_\_

Authorized signature \_\_\_\_\_

Email \_\_\_\_\_

**Conference program options**

AD TYPE	EXHIBITOR COST	NON-EXHIBITOR COST	QTY.	AMOUNT DUE
Full page (B&W)	\$800	\$1,000		
½ page (B&W)	\$500	\$600		
¼ page (B&W)	\$300	\$400		
Back cover (FC)	\$1,600	\$2,000		
Inside back cover (FC)	\$1,150	\$1,500		
Inside front cover (FC)	\$1,550	\$1,800		
Tab page (B&W)	\$1,050	\$1,300		
Add four-color process	\$650	\$650		
Bag insert	\$1,500	\$1,500		
Total due for program ad:				\$ _____

**Exhibit options**

SPACE TYPE	COST	QTY.	AMOUNT DUE
Booth (on or before August 25)	\$3,000		
Nonprofit booth (on or before August 25)	\$1,500		
Booth (after August 25)	\$3,250		
Nonprofit booth (after August 25)	\$1,750		
Additional personnel	\$210 / person		
Total due for exhibit space:			\$ _____

**Booth information**

Personnel attending: Indicate the names of the two individuals per booth who will be attending. Nonprofits receive one individual per booth. No changes to personnel may be made after Oct. 9, 2019. Changes to representatives (including, but not limited to substitutions or additions) will result in a \$50 per change fee.

Name \_\_\_\_\_ Name \_\_\_\_\_

**Additional personnel**

Your organization may list up to four additional booth personnel at \$210 per person

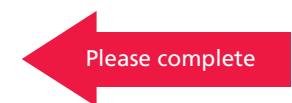
Name \_\_\_\_\_ Name \_\_\_\_\_

Name \_\_\_\_\_ Name \_\_\_\_\_

**Company sign** — Sign will be printed EXACTLY as it is entered.

Company name \_\_\_\_\_

**Product information** for conference program



\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

For information about sponsorship opportunities, please visit [nursesinaidscare.org/sponsorships](http://nursesinaidscare.org/sponsorships).

## Hotel accommodations

Special conference room rates have been established.

All exhibitors are responsible for making their own hotel reservations directly with Portland Marriott Downtown Waterfront by calling 503.226.7600.

The room rate is \$234.00 per night exclusive of appropriate state and local taxes. The room block will close Oct. 15, 2019 or when the block is filled, whichever comes first. You must use Group Code ANAC to receive the reduced rate.

## Official service contractor

Viper Tradeshow Services  
Exhibitor Services Department  
Phone: 847.426.3100  
Fax: 847.426.3111  
Web: www.vipertradeshow.com

## Contractor service and information

Exhibit management has, in the best interest of the exhibitors, selected Viper Tradeshow Services to serve as general contractors to provide various services to the exhibitors. It is further agreed that the exhibitor will abide by and comply with rules and regulations concerning local unions having agreements with the exposition facility or with authorized contractors employed by show management. Complete information, instructions and a schedule of prices regarding drayage, labor for erecting and dismantling, electrical work, furniture, cleaning, etc. will be included in the exhibitor service manual, to be forwarded after space has been confirmed. An exhibitors' service center will be maintained on the exhibit floor to facilitate requests from exhibitors.

## Installation / dismantling / removal information

The exhibit area of Portland Marriott Downtown Waterfront is available for installation of exhibits from 8 a.m. – 8 p.m. on Wednesday, Nov. 6. All exhibits are to remain intact until the close of exhibits at 11:30 a.m., Saturday, Nov. 9.

## Security and liability

Security personnel are on duty at all times. However, each exhibitor must make provisions to safeguard their goods from the time they are placed in their booth until they remove them. Neither Association of Nurses in AIDS Care (ANAC) or Portland Marriott Downtown Waterfront are responsible for loss or damage due to any cause. Space is leased with the understanding that the ANAC and Portland Marriott Downtown Waterfront will act for exhibitors and their representative only in the capacity of agent, and not as principal; and that the ANAC and Portland Marriott Downtown Waterfront assume no liability whatsoever for damages, for any act of omission or commission in connection with said agency, and the exhibitor and his representatives hereby release the ANAC and Portland Marriott Downtown Waterfront from any and all liability for loss ensuing from any cause whatsoever. These rules and regulations are to be construed as part of all space contracts. ANAC reserves the right to interpret them as well as make final decisions on all points the rules and regulations do not cover.

## Business activity by companies / facilities

**GENERAL CONDUCT** — The exhibit area and Portland Marriott Downtown Waterfront are blocked for the use of ANAC, its exhibitors and its approved activities. No other persons or concerns are permitted to demonstrate their products and services or to distribute advertising materials or place signs in areas utilized by ANAC. Exhibit management will appreciate being informed of any infraction of this policy.

## CANVASSING/CONDUCTING BUSINESS

Canvassing outside your booth is forbidden. Exhibitors may not distribute any materials to other exhibits by walking from booth to booth at any time, either during show hours, set-up, or closed times. All such activity must be confined to exhibitor's booth or appropriate hospitality function.

## Cancellation

All applications submitted to ANAC are binding contracts. Any cancellation or reduction of booth space for any reason is subject to the following terms: Cancellation requests must be made in writing. The date the exhibitor's written notice of cancellation is received by ANAC will be considered the official cancellation date.

For cancellations received by Oct. 8, 2019, ANAC will withhold an administrative fee of \$400.

For cancellations received between Oct. 8, 2019 and Oct. 25, 2019, ANAC will withhold 50 percent of the booth cost. Exhibitors who cancel after Oct. 25, 2019 are liable for 100% of the booth cost and no refunds are issued.

## Special regulations

**SUBLETTING OF SPACE** – The subletting or assignment of space is prohibited. Two or more firms may not exhibit in a single space.

**INSTALLATION** – Exhibits should be installed so they will not project beyond the space allotted or obstruct the view of, or interfere with, other exhibits. Helium balloons are not permitted within Portland Marriott Downtown Waterfront. Mylar balloons are only permitted if they are affixed to or serve as part of your actual booth structure.

**FIRE SAFETY** – All structural work, such as extra shelving, standards, display racks, signs, spotlights, etc., must be approved and flame-proofed before being used in decoration of any exhibit.

**AUDIOVISUALS** – Video and audio presentations must be arranged so that aisles are not blocked and must be presented so that the neighboring exhibitors are not disturbed.

**EXHIBITOR ACTIVITIES** – Exhibitor agrees not to schedule or conduct any outside activity including, but not limited to, receptions, seminars, symposiums and hospitality suites that are in conflict with the official program of the ANAC conference, whether such activities are held at or away from the hotel, except with written approval of exhibit management. Exhibitor will submit to exhibit management no less than 30 days prior to the exhibit date any program exhibitor intends to hold at or in conjunction with its exhibits for written approval as to time and place.

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

**EXHIBIT MATERIALS** – ANAC reserves the right to review and keep copies of any materials being distributed from your exhibit booth. Per ANAC's discretion, this review may take place either before the conference and/or on site.

**MUSIC** – Exhibitors are responsible for establishing any necessary license agreements for copyrighted music played within their booths or other sponsored events.

**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 inside the exhibitor's booth.