NHPCO’s Exhibit Booth Representatives Badge Policy and Registration

Exhibitor Onsite Registration Service Charges

All conference exhibitors receive the following at no charge if submitted prior to the posted deadline:

- 10’x10’ exhibit space - one (1) complimentary full conference registration* and three (3) exhibit hall passes
- 10’x20’ exhibit space – two (2) complimentary full conference registration* and six (6) exhibit hall passes
- 20’x20’ exhibit space – four (4) complimentary full conference registration* and twelve (12) exhibit hall

The following exhibitor onsite registration service charges will be assessed for all exhibitor registrations received after the posted deadline. All exhibitor staff registrations are due Friday, March 13, 2020. All exhibitor staff registration forms received after Friday, March 13, 2020 are considered on-site registrations and are subject to the following fees:

- Any new exhibit staff registrations will incur a $25 service charge per registration after Friday, March 13, 2020.
- Any transfers or substitutions will incur a $15 service charge per registration after Friday, March 13, 2020.

NHPCO’s 2020 Leadership and Advocacy Exhibit Staff Registration

List the name, title and email address for your booth staff that will be at the conference. Additional registrations for the full conference are $950 for members and $1,350 for nonmembers. Additional exhibit hall only passes are available for members $250 each and for nonmembers $425. Additional exhibit hall only passes are available for members $250 each and for nonmembers $425. Additional exhibit hall only passes are available for members $250 each and for nonmembers $425. Additional exhibit hall only passes are available for members $250 each and for nonmembers $425.

After Friday, March 13, 2020 – additional fees will be applied at the time of registration. PLEASE PRINT/TYPDE CLEARLY. Use additional sheets if needed.

Company: ___________________________ ________________________ Booth # ________________________

Full Conference *:
Name_____________________________ Designation________________ Discipline_____________________
Title_____________________________ Email_____________________________

*Full conference registration includes all plenary, concurrent sessions, CE/CME credit and exhibit hall access. Preconference seminars are not included. Additional fees required for preconference seminars. Completion of conference attendance/evaluation of each session are required to receive CE/CME credit. Please see the CE/CME desk at the conference if additional information is needed.

Exhibit Hall Only:
Name_____________________________ Designation________________ Discipline_____________________
Title_____________________________ Email_____________________________

Exhibit Hall Only:
Name_____________________________ Designation________________ Discipline_____________________
Title_____________________________ Email_____________________________

Exhibit Hall Only:
Name_____________________________ Designation________________ Discipline_____________________
Title_____________________________ Email_____________________________

Total payment amount due: $_________ Payment: ___ Visa ___ MC ___ Amex ___ Check # ______________________
CC #: ____________________________ Exp. / __________ CVV Code: __________
Printed Name: ___________________________ Signature: __________________

Fax to NHPCO at (703) 837-1233 or email to exhibit@nhpco.org
Questions? Email the Meetings and Exhibits Team at exhibit@nhpco.org. For full details visit https://www.nhpco.org/lac2020/

Updated: 1/7/20; Subject to change.
Exhibitor Registration Rules and Regulations

- Representatives of exhibitors shall only be admitted to the Expo Hall if they are displaying registration badges. Registration badges are available to owners, executives, employees and bona fide representatives of exhibitors. Each exhibit representative must have his or her own badge.

- No representative may loan or trade his or her registration badge to any other person for any reason. Persons guilty of the practice of loaning or trading badges will be penalized by having their registration and badge canceled and all privileges terminated. In addition, NHPCO shall collect the applicable registration fee from any unregistered individual who makes use of the registrant’s badge. If that fee is not collected from the individual, the firm whose representative loaned the identification badge will be invoiced for the amount of the registration fee applicable to the user of the badge.

- NHPCO reserves the right to cancel any exhibitor’s contract or revoke the registration and badge of any representative or exhibitor who violates the rules and regulations of the expo.

- Temporary badges are required for those personnel assisting with installation and dismantling during Expo set-up and tear-down hours only and are available at the Freeman Exhibitor Registration Desk during set-up and tear-down.

- Suitcasing/Showcase Policy. While all meeting attendees and exhibitors are invited to the exhibit hall, any attendee or exhibitor who is observed to be soliciting business in the aisles or other public spaces, in another company’s booth, or in violation of any portion of the Exhibition General Rules and Regulations, will be asked to leave immediately. Additional penalties may be applied. Please report any violations you may observe to NHPCO staff (show management). Show Management recognizes that suitcasing may also take the form of commercial activity conducted from a hotel guest room or hospitality suite; a restaurant, club, or any other public place of assembly. For the purposes of this policy, suitcasing violations may occur at venues other than the exhibition floor and at other events. Show Management must be informed of any hospitality suites, and expressed consent must be received prior to the event.