

EXHIBITOR PROSPECTUS



OCTOBER 25 & 26, 2023

LONG ISLAND MARRIOTT, UNIONDALE, NY

Providing solutions and opportunities to the home care industry

www.hcpconference.org

OPPORTUNITIES INCLUDE



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2023

HCP Management Conference & Exhibition

Dear Exhibitors, Sponsors and Advertisers,

We are so happy to welcome you to participate in the 2023 HCP Annual Home Care Management Conference & Exhibition. This pivotal event brings together home care providers from across New York State to learn, network, and access strategies to stay on the cutting edge of providing quality long term care. As we enter a new era of change in the home care industry we hope to bring together agencies with organizations that can enable them to achieve the utmost success.

Within this Prospectus you will find an array of opportunities to display your organization’s products and services. Different opportunities mean you can find a unique way to market your organization in a way that fits your brand and goals.

Exhibiting

Provides a space for conversation and demonstration, visual and social.

Sponsorships

Offers immense variety and demonstrates your support for the home care industry.

Advertising

Communicates a clear and direct message to all attendees.

Please review this Prospectus for all the details on these opportunities, including the Conference schedule and our special events. Information about educational sessions can be found in the Attendee Brochure.

Space is limited; so please reserve your opportunity as soon as possible and take advantage of every minute of exposure! We look forward to seeing you in October!

Sincerely,
Kathy Febraio
President/CEO

CONFERENCE SCHEDULE

Tuesday, October 24

6:00 PM - 7:30 PM HCP PAC Fundraiser

Wednesday, October 25

8:00 AM - Check in opens

8:00 AM - 12:00 PM **Exhibitor load-in and set up**

8:00 AM - 9:30 AM Continental Breakfast

9:00 AM - 10:00 AM HCP Annual Membership Meeting - *Open to all HCP members in good standing*

10:15 AM - 11:15 AM General Session (Keynote Speaker)

11:30 AM - 12:30 PM Concurrent Sessions

12:00 PM - 12:15 PM **Exhibitor Orientation**

12:30 PM - 1:45 PM **Networking Lunch & Exhibit Hall Grand Opening**

2:00 PM - 3:00 PM General Session

3:00 PM - 3:30 PM **Afternoon Break in the Exhibit Hall**

3:30 PM - 4:30 PM General Session

4:45 PM - 5:45 PM **Cocktail Reception in the Exhibit Hall**

6:30 PM - 9:30 PM HCPF Fundraiser

Thursday, October 26

8:00 AM - 9:00 AM **Breakfast in the Exhibit Hall**

9:00 AM - 10:00 AM General Session

10:15 AM - 11:15 AM Early Morning Concurrent Sessions

11:15 AM - 11:45 AM **Morning Break in the Exhibit Hall**

11:45 AM - 12:45 PM Late Morning Concurrent Sessions

1:00 PM - 2:00 PM HCP Annual Awards Luncheon

2:00 PM - 3:00 PM **Closing Networking Reception and Raffle Drawings in the Exhibit Hall**

3:00 PM - **Exhibitor breakdown**

3:00 PM - 4:00 PM Closing General Session



Exhibit Hall Schedule

EXHIBITOR SET UP

October 25, 2023
8:00 AM - 12:00 PM

EXHIBITOR BREAKDOWN

October 26, 2023
Begins 3:00 PM

Exhibitor information is highlighted on the Conference Schedule (left). Reference the calendar for set-up, orientation and exhibit times.

Exhibiting **(SOLD OUT)**

Show off your company's indispensable products and services to home care decision makers at the 2023 HCP Conference.

Valuable time is spent in the Exhibit Hall at the HCP Conference and this year will be no different. Attendees are able to flow easily from learning in cutting-edge educational sessions to meeting with the industry's leading vendors. For attendees, each moment spent in the exhibit hall means better processes and support for their agency. Don't miss being a part of this lucrative and exciting exhibit hall!

Your Exhibit Booth Includes:

- 8' deep x 10' wide exhibit booth
- Pipe & drape (8' high) back wall & 3' high side walls
- One 2' x 6' skirted table
- Two chairs and a waste basket
- One 7" x 44" booth identification sign (in lieu of booth numbers)
- Company listing that includes your company name, contact information and a 50-word description in the HCP Conference Program Guide.
- Over four hours of exhibition time and events in the Exhibit Hall!
- Complimentary Conference registration for two members per booth.
- Pre-and Post-Conference attendee lists sent via email.
- Additional booth staff \$375 per person for food and beverage.
- Opportunity to attend all educational sessions, meals and breaks. DOES NOT INCLUDE tickets to the HCPF Fundraiser or Annual Awards Luncheon. Tickets for these events can be purchased on page 13.



BOOTH RATES

	Early Bird Rate (ends Aug 1)	Last Minute (until Sept 22)
Chapter Members	\$1,465	\$1,595
HCP Members	\$1,480	\$1,610
Prospective Members	\$1,765	\$1,910

NEED SOME EXTRA SPACE? ADD \$800 TO DOUBLE YOUR BOOTH!

Exhibitor information in the Program Guide and other exhibitor benefits are not guaranteed after September 30.



Advertising

Build your brand awareness and reach your potential customer by advertising in the HCP Conference Program Guide.

Conference Program Guide

The Conference Program Guide includes the complete Conference schedule, detailed session information, exhibitor listings with contact information and Conference sponsors. It provides maximum visibility for your advertising message as it is the primary reference used by attendees all through the Conference. This year's conference program guide will be available as a high-quality printed handout for Conference attendees. Reserve your ad now because space is limited!

Awards Ads in the Conference Program Guide

The center pages of the Conference Program Guide will feature a separate Awards section with ads recognizing HCP's 2023 Annual Award winners. This is the perfect place to congratulate and recognize the accomplishments of this year's Award winners! Ad design can be requested for congratulatory ads if needed.

Acceptable ad files: Press quality pdfs with fonts embedded and high-resolution jpgs with a minimum of 300 dpi (CMYK, RGB or grayscale) is required for advertising in the Conference Program Guide.

DEADLINE FOR AD SUBMISSION
All ads and contracts must be submitted by
September 18, 2023.



AD SPECS

CONFERENCE PROGRAM GUIDE ADVERTISING

	Chapter Member	HCP Member	Non Member	Ad specs - <i>note horizontal sizes</i>
Full Page	\$589	\$599	\$709	7-1/2" w x 10" h
Half Page	\$349	\$359	\$469	7-1/2" w x 4-3/4" h
Inside Front Cover	\$849	\$859	\$969	7-1/2" w x 10" h
Inside Back Cover	\$839	\$849	\$959	7-1/2" w x 10" h
Back Cover (sold)	\$869	\$879	\$989	8-1/2" w x 11" h

AWARDS SECTION ADVERTISING

	Chapter Member	HCP Member	Non Member	Ad Specs - <i>note horizontal sizes</i>
Full Page	\$539	\$549	\$649	7-1/2" w x 10" h
Half Page	\$319	\$329	\$429	7-1/2" w x 4-3/4" h
Quarter Page Awards Section Only	\$199	\$209	\$309	3-1/2" w x 4-3/4" h



Sponsorships

Secure your sponsorship early to be included in all pre-conference promotions.



QUESTIONS?

CONTACT 518.463.1118 EXT. 825

Spotlight Sponsor \$7,800 (three available) (SOLD)

Show your unwavering support for the home care industry and first-class education through a Spotlight Sponsorship.

Sponsorship Benefits

- Logo placement on the homepage of HCP's website
- Logo on promotional marketing, social media, program guide and attendee brochure
- Three HCP Insider banner ads (your choice of dates)
- Exhibit booth for three staff at the Conference
- One general session with three minutes of introductory remarks
- Logo on event signage

HCP Annual Awards Ceremony \$5,300

As an HCP tradition and annual Conference highlight, the Awards Luncheon honors those that have provided tireless energy and support for HCP and the home care industry. As another difficult year is behind us, it is more important than ever to stand out as supporters of those who sacrifice so much for this industry.

Sponsorship Benefits

- Two tickets for lunch
- Logo in the program guide and annual Conference marketing
- Logo on event signage
- Verbal recognition during the event
- Logo slide viewed at the beginning of the event

Keynote Session Sponsorship \$4,000 (SOLD)

Put your company name on the opening session with an esteemed home care industry speaker at this pivotal Keynote Session.

Sponsorship Benefits

- Logo featured on event sign and opening slide
- Logo displayed in the attendee brochure and program guide
- Logo on marketing emails and social media promoting Keynote Session

Exhibit Hall Grand Opening and Network Lunch \$3,800 (SOLD)

Put your company's name on one of the biggest events in the Exhibit Hall! The Networking Lunch is a highlight of the Conference for attendees. Your logo will be prominently displayed near a large lunch display. Don't miss this opportunity to show attendees which booth they should stop at first!

Sponsorship Benefits

- Logo featured on event sign
- Logo displayed in the attendee brochure and program guide
- Verbal recognition at event

Exhibit Hall Cocktail Reception \$3,800 (SOLD)

This day-ending reception highlights the annual Conference and includes food and beverages for exhibitors and attendees. In addition, this event provides a unique opportunity to connect with attendees.

Sponsorship Benefits

- Logo featured on event sign
- Logo displayed in the attendee brochure and program guide
- Verbal recognition at event

Wi-Fi Sponsor \$2,500 (SOLD)

This sponsorship is essential, let us stay connected.

Sponsorship Benefits

- Customization of the Wi-Fi login
- Logo displayed on all Conference literature
- Signs placed throughout the exhibit hall and general session room

Concurrent Session \$2,000 (six available)

HCP staff can help you choose a session that aligns with your company's mission and marketing goals.

Sponsorship Benefits

- Logo featured on opening slide in the session
- Opportunity to speak three minutes at the start of the session
- Logo displayed in the attendee brochure, and program guide.
- Logo on event signage

Sponsorship

Leave an impression on every one of this year's attendees. Each item or event will be printed with the sponsors' logo.



QUESTIONS?

CONTACT 518.463.1118 EXT. 825

Reusable Tote \$3,200 (SOLD)

Sponsor this year's Conference bag, which is always popular with attendees! The bag is roomy enough to hold attendees' laptops, tablets, notebooks, and folders during the Conference -- and beyond.

Sponsorship Benefits

- Logo displayed on the tote bag
- Logo listed on event signage

Attendee Lanyard \$2,500 (SOLD)

Be the talk of the show!

Sponsorship Benefits

- Logo displayed on the attendee lanyard
- Logo listed in program guide

Promotional Product \$2,000 (four available)

Provide your own unique promotional giveaway gift for the Conference tote bag. Create an item that leaves a lasting impression long after the conference is over. Reach out to our events department for product approval and further details.

Welcome Breakfast \$2,000 (SOLD)

There's no better way to hit the ground running than by displaying your brand at the Conference opening breakfast.

Sponsorship Benefits

- Logo on event
- Logo in program guide
- Logo listed on event signage

Jump Start Breakfast \$2,000

Give attendees a good start for day two of the Conference with your logo front and center. Then, attendees stop in the exhibit hall and say hello!

Sponsorship Benefits

- Logo on event
- Logo listed in the program guide
- Logo listed on event signage

Kosher Meal Sponsor \$2,100 (two available)

This sponsorship supports our opportunity to host excellent Kosher meals during our event.

Sponsorship Benefits

- Logo of sponsorship listed in the program guide
- Logo on event signage

Dessert Reception and Raffle \$1,500 (SOLD)

A popular closing event in the Exhibit Hall includes exhibitor raffles and various sweet treats! Be the MC for your raffle item. Be the last exhibitor they see and the freshest thing in their mind when they leave!

Sponsorship Benefit

- Logo displayed in the program guide
- Logo on event signage
- Logo listed in the program guide

Day 1 Wellness Break \$1,200 (SOLD)

Day 2 Afternoon Break \$1,200

Enjoy a healthy snack and beverage before your next educational session. This break is hosted in the exhibit hall for 30 minutes.

- Logo on event signage and recognition in the program guide.

SPECIAL EVENTS SPONSORSHIP OPPORTUNITIES

HCP PAC FUNDRAISER SPONSORSHIP: \$750-\$500-\$250

Tuesday, October 24 | 6:00 PM - 7:30 PM

The HCP PAC works throughout the year to ensure home care remains visible at the state level. Your sponsorship helps ensure the HCP PAC can continue to build and maintain critical relationships with State Legislators on both sides of the aisle.

Sponsorship Benefits \$750 Gold

- Logo on all HCP PAC event marketing emails, social media, and website
- Four HCP Insider Banner Ads
- Logo prominently displayed on event signage
- One ticket to attend

Sponsorship Benefits \$500 Silver

- Logo on all HCP PAC event marketing emails, social media, and website
- Verbal recognition at the PAC event
- Logo prominently displayed on event signage
- One ticket to attend

Sponsorship Benefits \$250 Bronze

- Logo on all HCP PAC event marketing emails and social media
- Verbal recognition at the PAC event
- Logo prominently displayed on event signage

Corporations are limited to \$5,000 in political contributions in any single year, which includes sponsorship of PAC events. Not-for-profits cannot make political donations, but individuals may contribute up to \$150,000 annually.

HCPF FUNDRAISER SPONSORSHIP: \$3,200-\$1,600

Wednesday, October 25 | 6:30 PM - 9:30 PM

*Entertainment to be announced

The HCPF Fundraiser is a highlight of the annual Conference every year. All proceeds from the HCPF event will benefit HCP's educational affiliate, NYS Home Care Providers Foundation, Inc. (HCPF), and help support its educational programs. An added benefit of your sponsorship is that it is tax deductible!

Dinner & Entertainment Sponsorship Benefits \$3,200

- Two tickets to the event
- Listing in the program guide and annual Conference marketing
- Logo prominently displayed on event signage
- Verbal recognition during the event

Open Bar Sponsorship Benefits \$1,600 (SOLD)

- One ticket to the event
- Logo prominently displayed on event signage
- Create a signature cocktail
- Verbal recognition at event

Show your support!

EXHIBITING

Registration

Exhibitors must sign-in at the exhibitor registration desk prior to unpacking. All persons staffing an exhibit booth must be registered.

Booth Specifications

An Exhibitor Kit detailing booth specifications and other information will be emailed upon receipt of Exhibitor Contract and payment.

Booth Installation & Dismantling

Exhibitor set up:

October 25, 2023 | 8:00 am - 12:00 pm

Exhibitor breakdown:

October 26, 2023 | Begins 3:00 pm

Any exhibitor breaking down prior to the set time will not be welcome for future events.

Payment

Only exhibitor contracts received with payment will be binding. All payments for exhibition and related fees must be received by HCP prior to the event for exhibit benefits to become effective and admission to be granted with no exceptions. Additional charges incurred for optional items over and above the exhibit booth rental such as, internet, carpet, decorating, group meals, etc. are the responsibility of the exhibitor. Exhibitors agree to abide by all HCP policies relating to event procedures and payment of monies due.

Use of Space

Exhibitors agree to have their booths staffed for the entire duration of Exhibit Hall events. Exhibitors may not sublet, assign, or share any part of their allocated space without consent of HCP.

Liability

HCP and HCPF are not responsible for damages, loss or theft of exhibitor property. HCP encourages exhibitors to remove valuable items from the Exhibit Hall, such as laptops, when they leave.

Safety

Exhibitors must abide by all laws, ordinances, and regulations pertaining to health, fire prevention, and public safety affecting participation in the exhibition.

Cancellation Policy

Written notification by an exhibitor must be received by HCP no later than September 15, 2023 in order to receive a refund, less a \$250 administrative fee. **Cancellations received after September 15, 2023 will not receive a refund.**

SPONSORSHIPS

Payment

Only sponsorship contracts received with payment will be binding. Sponsorships are not refundable or transferable. Sponsors agree to abide by all HCP policies relating to payment of monies due.

Cancellation Policy

Only FULLY COMPLETED, signed contracts received with payment will be binding. Sponsorship is not refundable or transferable.

ADVERTISING

Payment

Only advertising contracts received with payment will be binding. Advertising is not refundable or transferable. HCP reserves the right to reject any advertisement it does not deem suitable. Advertisers agree to abide by all HCP policies relating to payment of monies due.

Acceptable Files

Press quality pdfs with fonts embedded and high-resolution jpgs with a minimum of 300 dpi (CMYK, RGB or grayscale) are required for advertising in the Conference Program Guide.

Cancellation Policy

Only FULLY COMPLETED, signed contracts received with payment will be binding. Advertising is not refundable or transferable.

HEALTH AND SAFETY POLICIES AND GUIDELINES

Our 2023 policies and procedures are aimed at keeping attendees comfortable, safe, and healthy as we come together. They will be updated periodically, as needed, and available here.

HCP and HCPF reserve the right to refuse exhibitors, sponsors or advertisers at their discretion.

Exhibitors agree to allow HCP to use photos/videos taken of the Exhibits and booths as part of this Conference and in future marketing efforts.



CONVENIENT WAYS TO REGISTER

MAIL registration and payment to:
HCP PAC, 20 Corporate Woods Blvd., 2nd Floor,
Albany, NY 12211
FAX registration and credit card payment to 518.463.1606
SCAN & EMAIL registration and credit card payment to
hcp@nyshcp.org

PAC FUNDRAISER
Tuesday, October 24, 2023
6:00 - 7:30 PM

At this year's HCP PAC Fundraiser, Tuesday night from
6:00 - 7:30 PM, meet and reconnect with home care
industry colleagues from across New York State.

HCP PAC Fundraiser cancellations received by October 6,
2023 will be issued a refund, less a \$50 administrative fee.
Cancellations made after October 6, 2023 are liable for the
entire fee without exception. Substitutions may be made within
the same organization upon notifying HCP.

Corporations are limited to \$5,000 in political contributions in
any single year, which includes sponsorship of PAC events. Not-
for-profits cannot make political donations, but individuals may
contribute up to \$150,000 per year.

HCP PAC FUNDRAISER REGISTRATION FORM

Please print clearly.

REGISTRATION

Organization Name:
Street Address:
City: State: Zip:

Primary Attendee

Name:
Email/Dietary/Accessibility needs:

Additional Attendee

Name:
Email/Dietary/Accessibility needs:

Additional Attendee

Name:
Email/Dietary/Accessibility needs:

EVENT PAYMENT

Payment in full is required at the time of registration.

HCP PAC Fundraiser:

Number attending x \$145 per person = TOTAL AMOUNT DUE: \$

- Is your agency an LLC/PLLC
Check enclosed (Payable to HCP PAC)
Personal Credit Card Payment (Corporate credit cards are not accepted by the HCP PAC):
Choose one: Visa MasterCard Discover
(American Express is not accepted by the HCP PAC)

Personal Credit Card Information:

Cardholder Name (please print):

Billing Address: State Zip

Card #: Security Code: Exp. Date:

Cardholder Signature

CONVENIENT WAYS TO REGISTER

MAIL contract and payment to:
HCP, 20 Corporate Woods Blvd., 2nd Floor, Albany, NY 12211
SCAN & EMAIL contract and credit card payment to
hcp@nyshcp.org
Questions contact:pritchard@nyshcp.org

SPONSORSHIP OPPORTUNITIES

Sponsorship will be filled on a first-come, first-served basis. Payment in full secures your sponsorship. Please select your sponsorship from the options below.

	<u>Costs</u>
<input type="checkbox"/> Spotlight Sponsor	\$7,800
<input type="checkbox"/> HCP Annual Awards Ceremony	\$5,300
<input type="checkbox"/> Keynote Session Sponsor	\$4,000
<input type="checkbox"/> Exhibit Hall Grand Opening/Lunch	\$3,800
HCPF Fundraiser Dinner/Entertainment	\$3,200
<input type="checkbox"/> HCPF Fundraiser Open Bar	\$1,600
<input type="checkbox"/> WiFi Sponosr	\$2,500
<input type="checkbox"/> Kosher Meal Sponsor (2 available)	\$2,100
<input type="checkbox"/> Concurrent Session (6 available)	\$2,000
<input type="checkbox"/> Welcome Breakfast	\$2,000
<input type="checkbox"/> Jump Start Breakfast with Exhibitors	\$2,000
<input type="checkbox"/> Dessert Reception and Raffle	\$1,500
<input type="checkbox"/> Wellness Break (Exhibit Hall)	\$1,200
<input type="checkbox"/> Day 2 Afternoon Break	\$1,200
<input type="checkbox"/> HCP PAC Fundraiser (3 levels)	Gold \$ 750 Silver \$500 Bronze \$250
Sponsorship (promotional items)	
<input type="checkbox"/> Reusable Tote	\$3,200
<input type="checkbox"/> Attendee Lanyard	\$2,500
<input type="checkbox"/> Promotional Products (4 available)	\$2,000

SPONSORSHIP CONTRACT

Please print clearly and write company name below EXACTLY as you would like it to appear on event signage.

SPONSOR INFORMATION

Company Name: _____
 Contact Name: _____
 Title: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Fax: _____
 Email: _____
 Website Address: _____

SPONSORSHIP SELECTION

Selected Sponsorship Amount: \$ _____

TOTAL AMOUNT DUE (Payable to HCPF): \$ _____

I have read and agree to all HCP Conference Policies & Procedures, including cancellation policy.

 Authorized Signature

 Print Name

PAYMENT INFORMATION

Check enclosed (Payable to HCPF)
 Credit Card Payment: Choose one: Visa MasterCard Discover AMEX
 (American Express is not accepted by the HCP PAC)

Card #: _____ Security Code: _____ Exp. Date: _____

Billing Address: _____ State: _____ Zip: _____

Cardholder Signature _____

* Checks for the HCP PAC Event must be payable to "HCP PAC." Corporations are limited to \$5,000 in political contribution in any single year, including sponsorship of PAC events. Not-for-profits cannot make political donations, but individuals may contribute up to \$150,000 per year. American Express not accepted for HCP PAC Sponsorships.



CONVENIENT WAYS TO REGISTER

MAIL contract and payment to:
HCP, 20 Corporate Woods Blvd., 2nd Floor, Albany, NY 12211
FAX contract and credit card payment to 518.463.1606
SCAN & EMAIL contract and credit card payment to
hcp@nyshcp.org

Only FULLY COMPLETED, signed contracts received with payment will be binding. Advertising is not refundable or transferable. See Conference Policies page 9 for details.

CONFERENCE PROGRAM GUIDE ADVERTISING

Please circle size & cost. Ad Deadline: 9/18/23

	Chapter Member	HCP Member	Non Member	Ad specs - <i>note horizontal sizes</i>
Full Page	\$589	\$599	\$709	7-1/2" w x 10" h
Half Page	\$349	\$359	\$469	7-1/2" w x 4-3/4" h
Inside Front Cover	\$849	\$859	\$969	7-1/2 w x 10" h
Inside Back Cover	\$839	\$849	\$959	7-1/2 w x 10" h
Back Cover (sold)	\$869	\$879	\$989	8-1/2" w x 11" h

AWARDS SECTION ADVERTISING

Please circle size & cost. Ad Deadline: 9/27/23

	Chapter Member	HCP Member	Non Member	Ad Specs - <i>note horizontal sizes</i>
Full Page	\$539	\$549	\$649	7-1/2" w x 10" h
Half Page	\$319	\$329	\$429	7-1/2" w x 4-3/4" h
Quarter Page Awards Section Only	\$199	\$209	\$309	3-1/2" w x 4-3/4" h

ADVERTISING CONTRACT

Please print clearly and submit completed and signed contract with payment.

ADVERTISER INFORMATION

Company Name: _____
 Contact Name: _____
 Title: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Fax: _____
 Email: _____
 Website Address: _____

AD INSERTIONS

Conference Program Guide Ad:	\$ _____
Awards Section Ad:	\$ _____
Subtotal:	\$ _____
Less 10% discount for Exhibitor/Sponsors:	-\$ _____
TOTAL AMOUNT DUE:	\$ _____

I have read and agree to all HCP Conference Policies & Procedures, including cancellation policy.

Authorized Signature

Print Name

PAYMENT INFORMATION

Check enclosed (*Payable to HCP*)
 Credit Card Payment: Choose one: Visa MasterCard Discover AMEX

Card #: _____ Security Code: _____ Exp. Date: _____

Billing Address: _____ State: _____ Zip: _____

Cardholder Signature _____

Cardholder Name (*PRINT*) _____



CONVENIENT WAYS TO REGISTER

MAIL contract and payment to:
HCP, 20 Corporate Woods Blvd., 2nd Floor, Albany, NY 12211
FAX contract and credit card payment to 518.463.1606
SCAN & EMAIL contract and credit card payment to
hcp@nyshcp.org

EXHIBIT BOOTH RATES SOLD OUT

	Early Bird (ends Aug 1)	Last Minute (until Sept 22)
Chapter Members	<input type="checkbox"/> \$1,465	<input type="checkbox"/> \$1,595
HCP Members	<input type="checkbox"/> \$1,480	<input type="checkbox"/> \$1,610
Prospective Members	<input type="checkbox"/> \$1,765	<input type="checkbox"/> \$1,910
Double Booth Space	<input type="checkbox"/> + \$800 added to rate above	

COMPANY DESCRIPTION FOR THE PROGRAM GUIDE

Exhibitor contracts include your company listing and a 50 word description in the HCP Conference Program Guide. Please provide: company name, address, phone, fax, contact email, website address and a 50 word description of your company’s product or services. Descriptions are edited at HCP’s discretion for length and content. **Must be received with registration**, those submitted after are not guaranteed. Please email information and description to pritchard@nyshcp.org (no pdf’s please).

Use description from last year
 New description (email and return with contract)

To attend the HCP PAC event, please complete the HCP Registration Form on page 10 and submit with separate payment, payable to HCP PAC.

EXHIBITOR CONTRACT

Please print clearly and write company name below EXACTLY as you would like it to appear on your booth sign.

EXHIBITOR INFORMATION

Company Name: _____
 Contact Name: _____
 Title: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Fax: _____
 Email: _____
 Website Address: _____
 Booth Staff #1 with title: _____
 Booth Staff #2 with title: _____
 Booth Staff (additional staff \$375 pp): _____
 Dietary/Assessability Needs: _____

POWER OUTLETS (\$75) WIRED HIGH SPEED INTERNET (CALL FOR PRICING)

PAYMENT INFORMATION

Booth Amount:	\$ _____
Power Outlet (\$75):	\$ _____
Additional Booth Staff (\$375 pp):	\$ _____
HCPF Fundraiser Event, Number Attending (\$135 per person):	\$ _____
Awards Luncheon, Number Attending (\$90 per person):	\$ _____
TOTAL AMOUNT DUE (PAYABLE TO HCP):	\$ _____

I have read and agree to all HCP Conference Policies & Procedures, including cancellation policy.

_____ Authorized Signature _____ Print Name

PAYMENT INFORMATION

Check enclosed (Payable to HCP)
 Credit Card Payment: Choose one: Visa MasterCard Discover AMEX

Card #: _____ Security Code: _____ Exp. Date: _____

Billing Address: _____ State: _____ Zip: _____

Cardholder Signature _____

Cardholder Name (PRINT) _____

Exceptional Education | Knowledgeable Vendors | Networking Opportunities
for home care providers



HCP Management Conference & Exhibition

www.hcpconference.org