



Dear Potential Sponsors and Exhibitors:

The Wisconsin Association of School Nurses is delighted to invite you to join our Annual Conference, this year **IN PERSON** at the Radisson Hotel & Conference Center, on Thursday, April 28 – Friday, April 29, 2022. Our theme is *Back to Basics: School Nursing 101*. This event is the only statewide conference dedicated specifically to the specialized practice of school nursing. We are expecting over 200 attendees from across the state and have an outstanding program planned.

Each year, WASN members report enthusiastically how much they enjoy coming together to meet with each other and with you – the people, companies and organizations that support school health. Most school nurses work independently and do not have the opportunity to see company representatives, so they are eager to meet with you to learn about your products and services.

Your support helps WASN provide a high-quality event to our members, and we value and appreciate your participation at our conference. There are numerous opportunities throughout the day on April 29<sup>th</sup> for exhibitors to reach this key audience. Throughout the conference, sponsors will have additional recognition in our conference program, announcements from the podium, and table cards in the main hall. Join us and showcase your products and services!

To insure high visibility and participant access to exhibits, we have scheduled all general sessions, breakout sessions, and meal functions adjacent to the exhibit area. In accordance with the requirements for offering continuing nursing education credits, all exhibit space will be located outside the area where the programs (educational sessions) are taking place.

**COVID-19 Information:**

*ALL sponsor/exhibit/vendor representatives are required to have available, upon request, documentation that they have received either: 1) the COVID-19 vaccination or 2) a negative PCR test within 48 hours. An attestation is required on the exhibitor registration form. Due to the on-going COVID-19 pandemic, masks will be REQUIRED and social distancing is strongly encouraged at this event.*

Any questions you may have regarding our sponsorship and exhibitor opportunities may be referred to our Conference Planner – Megan Leadholm, [megan@wisconsinnurses.org](mailto:megan@wisconsinnurses.org). We thank you in advance for your support of WASN and for your commitment to the service school nurses provide to the students across the state of Wisconsin. See you in Green Bay!

Sincerely,  
Kelly Barlow BSN, RN  
WASN President

**EXHIBITOR DETAILS:**

<b>HOW TO REGISTER</b>	Exhibitors should register online here: <a href="#">Exhibitor/Sponsor Registration Form</a>		
<b>EXHIBIT DAY</b>	Thursday, April 28, 7:00 AM – 1:00 PM		
<b>LOCATION</b>	Radisson Hotel & Conference Center, Green Bay		
<b>DEADLINE</b>	Monday, April 18		
<b>ACCEPTABILITY OF EXHIBITS</b>	<p>All Exhibits must serve the interests of the members of WASN and shall be operated in a way that will not detract from other exhibits or the conference as a whole. WASN reserves the right to:</p> <ul style="list-style-type: none"> <li>• refuse any exhibitor which it deems objectionable to its purpose;</li> <li>• require the withdrawal of any exhibit, which it believes to be injurious to the purpose of the organization; and</li> <li>• request a conflict-of-interest statement from all applicants.</li> </ul> <p>WASN does not promise exclusivity of products.</p>		
<b>SPONSOR LEVELS</b>	<b>GOLD</b>	<b>\$3,000</b>	<b>Benefits:</b> Recognition with logo in printed Conference Program and on conference web page; acknowledgement on signage as conference sponsor; acknowledgement from podium as conference sponsor; and premium location in Exhibit Hall
	<b>SILVER</b>	<b>\$2,000</b>	<b>Benefits:</b> Acknowledgement on signage as conference sponsor; acknowledgement from podium as conference sponsor; and premium location in Exhibit Hall
	<b>BRONZE</b>	<b>\$1,000</b>	<b>Benefits:</b> Acknowledgement from podium as conference sponsor and premium location in Exhibit Hall
<b>EXHIBIT FEES</b>	Corporate rate		\$350
	Non-profit rate		\$200
	Vendor rate		\$90
<b>PAYMENT</b>	Secure Credit Card payment may be made through PayPal when submitting the online registration form (no PayPal account is needed), or you may request an Invoice from WNA.		
<b>SPACE ASSIGNMENT</b>	<p>Exhibit space will be assigned for conference sponsors; all other space will be available on a first come, first served basis on Thursday morning.</p> <p>WASN reserves the right, in its sole discretion, to allocate space on any other basis it deems appropriate.</p>		
<b>SETUP</b>	Exhibit area will be open for set up on Thursday, April 28 from 6:00 – 7:00 AM only. You will be provided with an 8 ft. exhibit table and chair. An email will be sent one-two weeks prior to the conference confirming setup times and location of exhibit space.		
<b>CONFERENCE PARTICIPATION</b>	Exhibit representatives are welcome to join conference attendees for breakfast and breaks. Lunch will be delivered to your exhibit table at 11 AM, prior to when participants break for lunch. Representatives are also welcome to attend educational sessions, but any vendor identification should be removed before entering the conference space.		
<b>CANCELLATION</b>	Cancellations received on or before April 22 <sup>nd</sup> will be subject to a \$50.00 cancellation fee. <b>No refunds will be given after April 22<sup>nd</sup>.</b>		
<b>QUESTIONS?</b>	Contact Megan Leadholm at WNA: 608-221-0383, ext. 203 or <a href="mailto:megan@wisconsinnurses.org">megan@wisconsinnurses.org</a>		