

RPNAO's 52nd Annual General Meeting & Conference

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**Practical Nursing:  
Part of the Solution**

**EXHIBITOR &  
SPONSORSHIP  
PROSPECTUS**

**April 29th & April 30th, 2010**

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**Delta Guelph Hotel and Conference Centre  
50 Stone Road West, Guelph, ON N1G 0A9**

**ABOUT RPNAO**

The Registered Practical Nurses Association of Ontario (RPNAO) is a not-for-profit organization that services Registered Practical Nurses (RPNs) in Ontario as their professional association. RPNAO actively promotes professional nursing excellence for all Registered Practical Nurses (RPNs) in the province of Ontario. There are over 32,000 RPNs in Ontario.

**RPNAO's Vision:**

Real nursing, real health care – for a better Ontario.

**RPNAO's Mission:**

Creating excellence in health care through RPN advancement and utilization.

**RPNAO's Tagline:**

One unified voice for registered practical nurses in Ontario.

**RPNAO's Objectives**

- To advocate for RPNs in diverse settings resulting in optimum client health services.
- To promote a closer working relationship with other health and related organizations.
- To promote the benefits of membership to RPNs in order to ensure a strong and unified professional voice.
- To enhance the professional competencies of RPNs by ensuring the research, development and delivery of quality educational programs.
- To advocate for optimum client health services through policy, legislation and regulation.

**RPNAO's 52<sup>nd</sup> Annual General Meeting and Conference will be held on *Thursday, April 29<sup>th</sup> & Friday, April 30<sup>th</sup>, 2010 at the Delta Guelph Hotel and Conference Centre in Guelph, Ontario.***

*This year's theme is "Practical Nurses: Part of the Solution"*

As an exhibitor, this is where you will find one of the largest gatherings of nurses, administrators, managers, and others from across the province. This is your prime opportunity to showcase your organization. Our prospectus is enclosed for your information. Consider the options as a guideline for your involvement and we will gladly discuss your needs to ensure that your participation brings results. Come and join in celebrating RPNAO's 52<sup>nd</sup> Anniversary in 2010.

### **Why your organization should focus on RPNAO?**

- RPNs are regulated health professionals that are employed in all sectors of health care such as hospitals, long-term care, home care, and health clinics and within educational sectors.
- As part of the broader health care team, RPNs can share and advocate information about your unique product or service with many other health care professionals.
- RPNs have purchasing power, influencing buying decisions for products and services for their health care facilities, clients, families and friends.
- RPNs are one of the hands-on nursing experts in Ontario and in demand as valued members of the health care team.

## **SPONSOR PROSPECTUS**

### **Diamond Sponsor            \$5,000.00**

- Be listed and acknowledged as the platinum sponsor of the Keynote Speaker at the conference on all related signage and in the conference program
- Place your corporate promotional material in the delegate bag
- Advertise for free in the Summer 2010 issue of the RPN Journal (colour, Full Page - 7.7" x 9.7")
- Be listed as a patron in the Summer 2010 issue of the RPN Journal (RPNAO's quarterly magazine)
- Four complimentary dinner tickets

### **Platinum Sponsor            \$2,500.00**

- Be listed and acknowledged as the platinum sponsor of the awards banquet at the conference on all related signage and in the conference program
- Place your corporate promotional material in the delegate bag
- Advertise for free in the Summer 2010 issue of the RPN Journal (colour, Half Page Horizontal - 7.7" x 5")
- Be listed as a patron in the Summer 2010 issue of the RPN Journal (RPNAO's quarterly magazine)

### **Gold Sponsor                 \$2,000.00**

- Be listed and acknowledged as a gold sponsor of a closing keynote speaker at the conference on all related signage and in the program
- Place your corporate promotional material in the delegate bag
- Advertise for free in the Summer 2010 issue of the RPN Journal (colour, Quarter Page Horizontal - 7.7" x 2.5")
- You will be listed as a sponsor in the Summer 2010 issue of the RPN Journal (RPNAO's quarterly magazine)

**Silver Sponsor                      \$1,500.00**

- Be listed and acknowledged as a silver sponsor for luncheon at the conference on all related signage and in the program
- Place your corporate promotional material in the delegate bag
- Advertise for free in the Summer 2010 issue of the RPN Journal (colour, Biz Banner - 5" x 2.25")
- You will be listed as a sponsor in the Summer 2010 issue of the RPN Journal (RPNAO's quarterly magazine)

**Bronze Sponsor                      \$1,000.00**

- Be listed and acknowledged as a bronze sponsor for breakfast on all related signage and in the program
- Place your corporate promotional material in the delegate kit
- Advertise for free in the Summer 2010 issue of the RPN Journal (colour, Biz Block - 2.4" x 2.25")
- You will be listed as a sponsor in the Summer 2010 issue of the RPN Journal (RPNAO's quarterly magazine)

**Contributor \$750.00**

- Be listed as a contributor of a major workshop on all related signage in the program
- Be recognized in the Summer 2010 issue of the RPN Journal (RPNAO's quarterly magazine)

**Promotional Items \$500.00**

- Your sponsor logo will be applied on RPNAO AGM and Conference promotional item
- Be recognized in the Summer 2010 issue of the RPN Journal (RPNAO's quarterly magazine)

# SPONSOR CONTRACT

## Marketing Opportunities

Yes, my organization is interested in participating as a:

- Diamond Sponsor**      **\$5,000.00**
- Platinum Sponsor**      **\$2,500.00**
- Gold Sponsor**      **\$2,000.00**
- Silver Sponsor**      **\$1,500.00**
- Bronze Sponsor**      **\$1,000.00**
- Contributor**      **\$750.00**
- Promotional Items**      **\$500.00**

## Sponsor Information:

<b>Company Name:</b> _____	
<b>Contact Person:</b> _____ (To whom all exhibit information to be directed)	
<b>Title:</b> _____	
<b>Address:</b> _____	
<b>City:</b> _____	<b>Province:</b> _____
<b>Postal Code:</b> _____	<b>Email Address:</b> _____
<b>Work Telephone #:</b> _____	<b>Fax #:</b> _____

## Method of Payment:

- Cheque enclosed**                       **Visa**                       **Master Card**

Make cheque payable to RPNAO

**Name on Card:** \_\_\_\_\_

**Number:** \_\_\_\_\_ **Expiry Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Amount:** \_\_\_\_\_

### **Fax or Mail your Form and Payment to:**

Doug Rosser / RPNAO Conference, c/o First Stage Enterprises  
1 Concorde Gate, Suite 109, Toronto, ON M3C 3N6  
Phone: (416) 426-7234                      Fax: (416) 426-7280

# EXHIBITOR PROSPECTUS

## **Exhibitor Registration:**

The Exhibitor fee is \$446.25. (which includes \$21.25 GST)..

What is included as an Exhibitor?

- general booth space,
- one 6' skirted table
- breakfast, lunch and breaks (for a maximum of two)
- one registration kit per exhibit table
- nametag to identify you as an exhibitor

The exhibition show hours are on April 30th, 2010 from 7:30am to 4:00pm.

It is important that exhibitors pre-register their personnel who will be in attendance at their booth. All exhibitors are encouraged to pick up their badges in advance before the exhibitor show. The Exhibitor registration desk is open on Thursday, April 29<sup>th</sup> 2010 from 12noon to 5pm and Friday, April 30<sup>th</sup>, 2010 from 6:30am to 7:30am to pick up your packages.

The exhibitor will be entitled to receive **two badges** for each 10`x10` booth space reserved. Each **additional attendee** has to pay **\$59.00 inclusive**. Each exhibitor personnel are required to wear the nametags and have them fully visible at all times throughout the conference. These nametags not only permit entrance to the exhibit hall but also for breakfast and lunch. Join us at our Dinner Gala on Thursday; April 30, 2010 for only \$66.00 (includes GST).

## **Accommodation:**

Book your reservation directly with the hotel. Remember to ask for the Registered Practical Nurses group rate.

Delta Guelph Hotel and Conference Centre  
50 Stone Road West, Guelph, ON N1G 0A9  
Tel: 519-780-3700

Website: [www.deltahotels.com](http://www.deltahotels.com)

**\$125.00 single or double (does not include GST, PST, and Destination Marketing Fee)**

(You must book your room by March 20<sup>th</sup> 2010 to get this rate  
Block code GLRPNAO.)

## **Refund Policy:**

All cancellations must be confirmed in writing. A refund levy of 50% will be applied to every cancellation received up to and including **April 9th, 2010.**  
No refunds will be made for cancellations received after that date.

## **Cancellation by RPNAO:**

RPNAO may cancel this contract, upon reasonable cause, or access to the premises is prevented or interfered with by reason beyond its control, which makes performance impossible or useless, upon written notice to the exhibitor. The exhibitors release the Association from all damages and claims of damages. The program as stated is confirmed at time of printing. Due to circumstances beyond our control, the program may be subject to change without notice.

# EXHIBITOR CONTRACT

## RPNAO Exhibitor Contract

We, the undersigned, hereby make application for exhibit booth space at the RPNAO's Annual General Meeting and Conference to be held in Guelph, Ontario on April 29<sup>th</sup> and April 30<sup>th</sup> 2010

### Exhibition Date: Friday April 30<sup>th</sup>, 2010

Yes, my organization is interested in participating as an exhibitor

Exhibitor      **\$446.25 (includes \$21.25 GST) (Friday, April 30th, 2010)**

Please reserve \_\_\_\_\_ (number of booths) at RPNAO's Annual General Meeting and Conference. Exhibit Booth should set-up by Friday, April 30<sup>th</sup>, 2010 before 7:30am. The exhibition show hours are April 30<sup>th</sup>, 2010 from 7:30am to 3:30pm and tear down is after 3:30pm.

### Exhibitor Information:

<b>Company Name (Exhibitor):</b> _____	
<b>Contact Person:</b> _____ (To whom all exhibit information to be directed)	
<b>Title:</b> _____	
<b>Address:</b> _____	
<b>City:</b> _____	<b>Province:</b> _____
<b>Postal Code:</b> _____	<b>Email Address:</b> _____
<b>Work Telephone #:</b> _____	<b>Fax #:</b> _____

### Attendee Information:

<b>1<sup>st</sup> Attendee's Name:</b> _____ (Please print clearly)
<b>1<sup>st</sup> Attendee's Title:</b> _____
<b>2<sup>nd</sup> Attendee's Name:</b> _____ (Please print clearly)
<b>2<sup>nd</sup> Attendee's Title:</b> _____

**Additional Attendee Information:**

Please remember that there are only **two** registrations with one exhibit booth. Each additional attendee has to pay separate fee of \$59.00 inclusive.

3 <sup>rd</sup> Attendee's Name: _____ (please print clearly)
3 <sup>rd</sup> Attendee's Title: _____
4 <sup>th</sup> Attendee's Name: _____ (please print clearly)
4 <sup>th</sup> Attendee's Title: _____
5 <sup>th</sup> Attendee's Name: _____ (please print clearly)
5 <sup>th</sup> Attendee's Title: _____
6 <sup>th</sup> Attendee's Name: _____ (please print clearly)
6 <sup>th</sup> Attendee's Title: _____

**Other Purchase Information:**

1. Dinner Tickets: We will require Dinner tickets:  
 Yes                       No

Please reserve \_\_\_\_\_ (number of dinner tickets) at RPNAO's Annual General Meeting and Conference on Thursday, April 29th, 2010. The cost for dinner ticket is \$66.00 includes GST.

**Method of Payment:**

- Cheque enclosed                       Visa                       Master Card

Make cheque payable to RPNAO. NSF items are subject to a \$25.00 administrative charge.

**Name on Card:** \_\_\_\_\_

**Number:** \_\_\_\_\_ **Expiry Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Amount:** \_\_\_\_\_

***This form and cheque must be received by April 9<sup>th</sup> 2010, in order to secure a booth space.***

**Fax or Mail your Form and Payment to:**

Doug Rosser / RPNAO Conference, c/o First Stage Enterprises  
1 Concorde Gate, Suite 109, Toronto, ON M3C 3N6  
Phone: (416) 426-7234                      Fax: (416) 426-7280

## **RPNAO Exhibition Contract Conditions**

The terms and conditions of the Exhibitor's Contract for exhibit space are an integral and binding part of your Contract with RPNAO.

1. Payment **MUST** accompany registration form in order for the space for exhibitor/sponsorship to be considered "RESERVED".
2. Registration by fax will be considered "RESERVED" only if completed with Visa or Master Card information, or when Cheque is enclosed.
3. Exhibit space allocation is on a first paid, first served basis.
4. All Exhibitor names and/or revisions, additions to Company name must be received by April 9<sup>th</sup>, 2010 for processing.
5. Cancellations must be confirmed in writing and a levy of 50% will be applied to every cancellation received up to and including April 9<sup>th</sup>, 2010. No refunds will be made for cancellations after that date.
6. RPNAO reserves the right to reject exhibits, which it deems unsuitable.
7. The Exhibitor is responsible for obtaining Insurance related to their participation in the Exhibition. All of the Exhibitor's property at the Exhibition shall be at the sole risk of the Exhibitor. RPNAO assumes no responsibility for loss or damage.
8. Exhibitors will be liable for storage and handling charges resulting from failure to remove material from the exposition at the conclusion. There will be no storage on the Exhibition floor.
9. The Exhibitor agrees to abide by all rules and regulations adopted by RPNAO. RPNAO shall have the final decision regarding any rule or regulation during the Exhibition, set-up and tear down.
10. In the event that the facility in which the Exhibition is to be held is destroyed or becomes unavailable for occupancy, and RPNAO is unable to permit the Exhibitor to occupy the facility, RPNAO will not be responsible for any Exhibitor loss of business, loss of profits, damage or expense.
11. The Exhibitor agrees to indemnify and hold harmless RPNAO and the facility (Delta Guelph Hotel and Conference Centre, Guelph) their respective officers, agents, and employees against all claims, cost and charges of every kind resulting from occupancy of the exhibit space or its environs.

**IMPORTANT! Please read the contract conditions above.**

**PLEASE COMPLETE: I have read and accepted the notes, terms and conditions of this RPNAO Contract.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_