

PADONA's 37th Annual Convention – April 1 – 4, 2025

HOTEL HERSHEY - HERSHEY, PENNSYLVANIA

REGULAR EXHIBIT SPACE CONTRACT

Company Name Above (Please Type or Print All Information)

Description of Company Products or Services Above ↑ / Address below ↓:

Street

City

State

Zip

Name, Telephone Number & E-mail Address of Person to Receive Confirmation Materials Above

List Representative(s) and Titles who will Operate Exhibit Booth (1)

(2)

Limited to 2 people. Additional representatives can be registered for \$290 per additional representative.

EXHIBITOR SPACE FEES (50% Deposit Must Accompany Contract):

Registration **with Deposit** prior to **September 30, 2024** - Balance must be received by September 30, 2024 to guarantee price or next higher rate applies

Agency Members \$2,300
Non-Agency Members \$2,700

Registration **with Deposit** after **September 30, 2024** but prior to **December 31, 2024** - Balance must be received by December 31, 2024 to guarantee price or next higher rate applies

Agency Members \$2,750
Non-Agency Members \$3,250

Registration **with Deposit** after December 31, 2024 - Balance must be received by February 1, 2025 to guarantee exhibit space

Agency Members \$3,250
Non-Agency Members \$3,650

Type of Display

Table Top Display Floor Standing Display

**** Large Medical Equipment**

**** Large medical equipment displays will be limited to the first five exhibitors. There will be a \$1,000 additional charge for large equipment displays to accommodate the increased space needed.**

Each Exhibit Space is Approximately 6 foot X 4 Foot in Size and Includes One Six Foot Table, Table Skirt, Two Chairs, and Identifying Sign. Electricity is included, if needed. Internet connection is available for an additional cost payable directly to The Hotel Hershey.

Electricity Needs

YES, I need electricity at my booth NO, I do NOT need electricity at my booth

Please specify what type of equipment will be used with the electrical outlet and voltage:

CANCELLATION POLICY: Cancellations will not be accepted for refunds after January 1, 2025. Any exhibitor cancelling after this date is liable to pay the full exhibit rental fee. Cancellations received prior to January 1, 2025 shall receive a 50% refund.

SECURITY AND LIABILITY: Hotel security will be provided during the non-exhibit hours. However each exhibitor must make provisions to safeguard their goods from the time they are placed in the area until they are removed at the end of the convention. Space is leased with the understanding that PADONA and the contracted hotel assume no liability whatsoever for damages, for any act of omission or commission in connection with said agency, and that the exhibitor and his representative hereby releases PADONA and contracted hotel from any or all liability for loss ensuing from any cause whatsoever. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save PADONA and contracting hotel and their employees and agents harmless against all claims, losses or damages to persons or property, governmental charges or fines and attorney fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises, except to the extent that such claims, losses or damages is caused by the negligence or willful misconduct of PADONA or contracting hotel and their employees and agents. (over)

Name of Company

Authorized Representative:

(Print or Type Name & Title)

(Signature)

Telephone Number: _____ Cell Number: _____ Date: _____

Note: All unsigned contracts will be returned. Please make all checks payable to PADONA (Federal Tax I.D. 23-2520948)

Credit card payment is preferred. You can both register and submit credit card payment directly through our website at [Convention Exhibitor – PADONA – Pennsylvania Association of Directors of Nursing Administration](#)

OR

Submit this completed registration form directly to LuAnn White. Once registration is received, you will receive an invoice that will include a payment link for you to pay directly via credit card. You may fax the completed form to (856)780-5149 (no cover sheet required) or e-mail to luann@padona.com

All contracts with payment by check are to be forwarded to the following address:
PADONA c/o LuAnn White, Administrative Assistant, 14232 Croghan Pike, Mt. Union, PA 17066
