



PADONA 38th Annual Conference – Exhibitor Information

Thank you for being part of **PADONA’s 38th Annual Conference!** We are excited about the upcoming event and want to share important details to ensure a smooth experience for you.

Important Exhibitor Information

Stay Updated

All exhibitor information will be posted on our website:

 <https://padona.com/exhibitor-information>

Please check this page regularly for any updates.

Check-in & Exhibit Space

Upon arrival, please **check in at the exhibitor registration area in the Garden Terrace Lobby** to receive your schedule, name badges, and conference materials.

Your exhibit space includes:

- ✓ **A six-foot skirted table** (unless you have arranged for a floor-standing display without a table).
- ✓ **Two chairs** and a company name sign.
- ✓ **Electricity** (if requested in advance).

 **Internet Access** – If you require **wireless internet**, please contact **Melvin Morales** at **The Hotel Hershey** directly at **(717) 534-8847**. Wireless internet must be purchased from the hotel directly.

Shipping Materials

If shipping items to the venue, please send them **no earlier than one week before the conference** and label them as follows:

Recipient:

Melvin Morales, Conference Services Manager
The Hotel Hershey
100 Hotel Road
Hershey, PA 17033

Label: [YOUR COMPANY NAME] – PADONA March 24-27,2026 - Conference

Exhibitor Schedule

Exhibit Setup:

- ❖ **Tuesday, March 24:** 5:00 – 7:00 PM
- ❖ **Wednesday, March 25:** 7:30 – 9:30 AM (must be completed by 9:30 AM)

Exhibit Hours:

- ❖ **Wednesday, March 25:** 10:00 – 11:00 AM & 3:30 – 5:00 PM
- ❖ **Thursday, March 26:** 10:15 – 11:15 AM & 2:15 – 3:15 PM

✂ **Tear-down: Immediately after 4:00 PM on Thursday, March 26th.**

 **Break Exhibitors** – You may set up **30 minutes before** your scheduled break time and must remove your display immediately after each break.

Meals & Networking Events

 **Meals** – Your exhibitor fee includes breakfast and lunch for **two** representatives. Additional representatives may attend for **\$290 per person**.

 **Business Partner Luncheon** – **Thursday, March 26 at 12:30 PM** in the **Circular Dining Room**. Join **PADONA leadership and board members** for updates and networking.

 **Celebration Party** – Thursday evening in the **Garden Terrace Ballroom**

- Enjoy **live music, hors d'oeuvres, and complimentary beer & wine** with attendees, sponsors, and exhibitors.
- If your company would like to **sponsor or contribute to the event**, please contact us!

Engagement & Sponsorship Opportunities

 **Scavenger Hunt** – A great opportunity for exhibitors to interact with attendees! Participants who complete the scavenger hunt will be entered to **win prizes**. All proceeds benefit the **PADONA Scholarship Program**.

 **Scholarship Basket Raffle** – Support future nursing professionals by donating a gift basket! Sign up here:

 <https://www.surveymonkey.com/r/3CFVQQ3>

 **Raffle Items at Your Booth** – If you are offering a giveaway at your exhibit, it is your responsibility to distribute prizes to the winners.

Final Details

If there are any changes in the names of your registered representatives, please update us ASAP by emailing luann@padona.com.

📌 **Name tags are required for all food functions and events.**

✉ **Questions?** Contact **LuAnn White** at luann@padona.com or by **phone at 814-599-3717**.

We appreciate your support and look forward to seeing you in Hershey!

Very truly yours,

A handwritten signature in cursive script that reads "Candace McMullen".

Candace McMullen, RN, NHA, MHA, CLNC, CNDLTC
CEO/President, PADONA