SPONSOR & EXHIBITOR INFORMATION

76TH ANNUAL
KANSAS PUBLIC HEALTH ASSOCIATION CONFERENCE

SEPTEMBER 24, 2019

RAMADA HOTEL & CONVENTION CENTER
BY WYNDHAM TOPEKA DOWNTOWN
420 SE 6TH AVE, TOPEKA, KS 66607
DON’T MISS YOUR OPPORTUNITY TO EXHIBIT AT THE 2019 KANSAS PUBLIC HEALTH ASSOCIATION CONFERENCE!

Please join us as an exhibitor at the 76th Annual Kansas Public Health Association Conference. This event attracts approximately 250 public health leaders and professionals from around the state. These individuals represent a wide range of professions including academics, oral health services, health educators and health advocates, epidemiologists, dieticians, nurses, nursing home administrators, physicians, sanitarians and social workers. Being a Sponsor or Exhibiting at the conference will provide you and your organization the opportunity to interact with these key decision makers and to showcase your products and services.

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**DATE AND HOURS**

Tuesday, September 24, 2019
Setup: 6:30 – 7:30 a.m.
Exhibits Open: 7:30 a.m. - 5:00 p.m.

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**LOCATION**

Ramada Hotel & Convention Center by Wyndham
420 SE 6th Ave
Topeka, KS 66607

*Please note: Exhibit area is non-secure. Items left unattended are done so at exhibitor’s own risk.*

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**FURNISHINGS**

Each exhibit space is furnished with one table, clothed and skirted, and two chairs. Additional tables are available for pre-order at a charge of $100.00 per table.

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**CONFERENCE APP**

Each exhibitor will be advertised on the KPHA Conference App. After you register you will need to provide a logo, company contact information, a brief description about your company and any social media handles you would like included.

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**EXHIBITOR FEE**

The exhibit fee does not include meals or admittance to conference sessions. If you wish to fully participate in all events, you have the option of pre-purchasing a meal ticket or paying the additional conference registration fee (see registration form).
EXHIBITOR OPTIONS AND RATES

- **Option 1 – Table Display**
  - Before 9/06
    - For Profit: $350 first table
    - Non-profit: $200 first table
    - Additional Tables: $100 each
  - After 9/06
    - For Profit: $400 first table
    - Non-profit: $250 first table
    - Additional Tables: $100 each

- **Option 2 – Floor Display**
  - Before 9/06
    - For Profit: $400
    - Non-Profit: $300
  - After 9/06
    - For Profit: $450
    - Non-Profit: $350

- **Option 3 – Bag Inserts and Conference App Listing**
  - Before 9/06
    - For Profit or Non-Profit: $100
  - After 9/06
    - For Profit or Non-Profit: $150

(If you have registered as a bag insert exhibitor, do not ship your materials directly to the Ramada Hotel & Convention Center Downtown Topeka. You will ship your materials directly to the WSU Conference Office, 1845 Fairmount Street, Box 136, Wichita, KS 67260-0136. We must receive your materials by September 11. To be listed in the conference app you will need to email the information listed under the Conference App section above to conference.office@wichita.edu.)

SPONSORSHIP OPTIONS

All sponsors will be recognized at the conference and receive special recognition on the conference website. Each sponsor will also be advertised on the KPHA Conference App. After you register you will need to provide a logo, company contact information, a brief description about your company and any social media handles you would like included.

- **Gold** $3,000
  - Full page advertisement in the conference program. Ad must be provided by the sponsor no later than September 06, 2019 to be included in the program.
  - Logo featured on KPHA’s website homepage and conference app.
  - Two complimentary conference registrations to include all sessions and meals.
  - Two 6’ draped tables, two chairs, and a table tent, if desired.
  - Logo featured on sponsorship signage at registration.
  - Listing with active link to sponsor’s website on the conference web page and conference app.
  - Push notifications advertising on the KPHA conference app.
  - If desired the sponsor booth can be displayed on day 2 of the conference as well.

- **Silver** $2,000
  - Full page advertisement in the conference program. Ad must be provided by the sponsor no later than September 06, 2019 to be included in the program.
  - Logo featured on KPHA’s website homepage and conference app.
  - One complimentary conference registration to include all sessions and meals.
  - Two 6’ draped tables, two chairs, and a table tent, if desired.
  - Logo featured on sponsorship signage at registration.
  - Listing with active link to sponsor’s website on the conference web page and conference app.

- **Bronze** $1,000
  - Half page advertisement in the conference program. Ad must be provided by the sponsor no later than September 06, 2019 to be included in the program.
  - Logo featured on KPHA’s website homepage and conference app.
  - Two 6’ draped tables, two chairs, and table tent, if desired.
  - Logo featured on sponsorship signage at registration.
  - Listing with active link to sponsor’s website on the conference web page and conference app.
RESERVE YOUR SPACE

To apply to be an exhibitor or sponsor at the 2019 Kansas Public Health Association Conference, complete the Exhibitor/Sponsor Application Form and return it to the Wichita State University Office of University Conferences, 1845 Fairmount, Campus Box 136, Wichita, KS 67260-0136, with your payment or register online at: http://www.wichita.edu/conferences/kpha. The application deadline is Friday, September 13, 2019.

LODGING

Ramada Hotel & Convention Center by Wyndham
420 SE 6th Ave
Topeka, KS 66607

Accommodations
Special rates for conference attendees have been arranged with the Ramada Hotel and Convention Center Downtown Topeka. Single and double occupancy rates are $95.00 + tax per night.

Making a Reservation
Reservations must be received by September 1, 2019. When you make your reservation, please identify yourself as a Kansas Public Health Association Conference participant. To make reservations call the Ramada at 785-234-5400 or 1-800-432-2424. There is no charge for parking.

TERMS AND CONDITIONS

By participating as an exhibitor at the Kansas Public Health Association Conference, you, your company/association and your representatives agree to the following terms and conditions.

Application to Exhibit
The Kansas Public Health Association reserves the right to exercise their sole discretion in the acceptance or refusal of an application to exhibit at the annual conference for any reason, with or without cause.

Shipping & Receiving
If you register as a bag insert exhibitor, do not ship your materials directly to the Ramada. You will ship your materials to the WSU Conference Office (see shipping info. on page 2). For shipments of display units and materials to the Ramada, please refer to the following:

All packages should have the following included in the address:
• Guest or exhibitor’s name proceeded by “Guest” or “Exhibitor”
• Group, convention, company name, and exhibitor phone number
• Arrival date, (check-in date, if a hotel guest; the pickup date; or meeting date)
• Please put ATTN: Kansas Public Health Association Conference

Ramada Hotel & Convention Center by Wyndham
420 SE 6th Ave
Topeka, KS 66607
(785) 380-8042
Set-up Information
Fire regulations require exhibitors to keep displays, products, signage, and any other materials within their booth limitations. If any of these items are found to be in aisle space, the exhibitor is liable for municipal fines and may be asked to dismantle their exhibit and leave. Exhibitors may not bring in additional tables. Additional tables are available with advance application for a fee.

Booth Assignment
The Kansas Public Health Association Conference organizers reserve the right to exercise their sole discretion in the assignment of booth space and the acceptance or refusal of requests to exhibit for any reason, with or without cause. While every effort is made to accommodate the special needs and requests of exhibitors, the final assignments of booth space and their location will be determined by the conference facilitator at their sole discretion. Exhibitors may not rearrange table placement without the permission of the conference facilitator.

Booth Dismantling
No part of an exhibit shall be dismantled nor material removed during the exhibit hall hours without special permission from the conference facilitator.

Internet Access
There is complimentary Wi-Fi access in all guest rooms and public areas.

Electrical Needs
Labor, electrical, telephone, internet access (analog or T1), and food services will be provided by the Ramada for an additional charge. Arrangements need to be made directly with the hotel. The exhibitor is responsible for paying any and all cost associated with these additional services provided by the hotel. Pricing is available by contacting the hotel’s Catering/Sales Department directly at (785) 380-8042.

Amendments
Exhibitor agrees that the Kansas Public Health Association shall have the right to make such rules and regulations or changes in arrangements as it shall deem necessary, and to amend same from time to time. The conference facilitator shall have the final determination and enforcement of all rules, regulations, and conditions.

Liability
Exhibitor assumes responsibility and hereby agrees to protect, indemnify, defend and save the Kansas Public Health Association and agents harmless against all claims, losses, and 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 or a part thereof. Exhibitor agrees that the Kansas Public Health Association shall not be responsible for any exhibit items that are lost, stolen, damaged, or destroyed during the Conference, including setup or tear down.

Cancellation of Space
Cancellation of exhibit space must be in writing. Telephone cancellations will not be accepted. Full refunds (less a 15% administrative fee) will be made for exhibits canceled before September 03, 2019. In no case will a refund be issued for a cancellation made after that date.
Endorsements
Having an exhibitor relationship with the Kansas Public Health Association Conference does not indicate that the Association endorses the products or services of said exhibitor.

Photo Usage
By attending the Kansas Public Health Association Conference, you give KPHA and Wichita State the right to take photos and use your image in future promotional materials.

Special Accommodations
The Kansas Public Health Association is committed to making programs accessible to people with disabilities. If you wish to volunteer information regarding any special assistance you may need, please contact the Office of University Conferences at (316) 978-6493.

Notice of Nondiscrimination
Wichita State University does not discriminate in its employment practices, educational programs or activities on the basis of age, color, disability, gender, gender expression, gender identity, genetic information, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation, or status as a veteran. Retaliation against an individual filing or cooperating in a complaint process is also prohibited. Sexual misconduct, relationship violence and stalking are forms of sex discrimination and are prohibited under Title IX of the Education Amendments Act of 1972. Complaints or concerns related to alleged discrimination may be directed to the Director of Equal Opportunity or the Title IX Coordinator, Wichita State University, 1845 Fairmount, Wichita KS 67260-0138; telephone (316) 978-3187.

Right of Termination for Cause
This agreement and the University’s obligations hereunder regarding this conference and the presentation of any or all associated sessions and optional entertainment events are subject to acts of God, war, terrorism, government regulations, disaster, fire, strikes, civil disorder, curtailment of transportation facilities, or other similar cause beyond the control of the parties making it inadvisable, illegal, or impossible to hold the event or provide the facility. If the conference or any associated event is canceled due to one of the aforementioned occurrences, the liability of the University shall be limited to refunding the conference registration fee or a portion thereof. The University shall not be responsible for consequential damages, including, but not limited to, any losses incurred by registrants including, but not limited to, airline cancellation charges, hotel deposits and other associated travel costs.
2019 KANSAS PUBLIC HEALTH ASSOCIATION
CONFERENCE EXHIBITOR/SPONSOR APPLICATION
SEPTEMBER 24, 2019

Name of Organization (& Dept if applicable): __________________________________________________________________________________________
Registration/Billing Contact: ______________________________________________  E-mail: _____________________________________________________
Name of Rep 1 staffing the display area: _____________________________________ E-mail: ___________________________________________________
Name of Rep 2 staffing the display area: _____________________________________ E-mail: _______________________________________________
Mailing Address (included in conference program): ____________________________________________________________________________________
City/State/Zip: ___________________________________________________________________________________________________________________________
Phone: ____________________________Fax: __________________________ Web: _________________________________________________________________
List any exhibitors you do not wish to be adjacent to: __________________________________________________________________________________ 
_________________________________________________________________________________________________________________________________________

_____ I agree to abide by all Kansas Public Health Association Conference Exhibitor terms and conditions (see brochure for details).

Exhibitor Opportunities
(see brochure for opportunity details)
Option 1 – Table Displays (Please check one)
Early Bird Rate (by September 6)
_____ For Profit: $350 first table, $100 each additional table
_____ Non-profit: $200 first table, $100 each additional table
After September 6
_____ For Profit: $400 first table, $100 each additional table
_____ Non-profit: $250 first table, $100 each additional table

Option 2 – Floor Displays (Please check one)
Early Bird Rate (by September 6)
_____ For Profit: $400 one space
_____ Non-profit: $300 one space
After March 13
_____ For Profit: $450 one space
_____ Non-profit: $350 one space

Option 3 – Bag Inserts* (Please check one)
Early Bird Rate (by September 6)
_____ $100
After September 6
_____ $150

*See brochure for shipping information. Bags inserts must be received by the WSU Office of University Conferences no later than September 11, 2019.

Sponsorship Opportunities:
(see brochure for opportunity details)
_____ Bronze Sponsor $1,000
_____ Silver Sponsor $2,000
_____ Gold Sponsor $3,000

Optional Meal Purchase:
_____ Breakfast, Lunch and Breaks $75

How to Register:
Online: www.wichita.edu/conferences/kpha
Fax: (316)-978-3064
Mail: WSU- Office of University Conferences
1845 Fairmount, Campus Box 136
Wichita, KS 67260-0136

Questions:
Contact the WSU Conference Office:
316.978.6493; conference.office@wichita.edu

Cancellation of Space: Cancellation of exhibit space must be in writing. Telephone cancellations will not be accepted. Full refunds (less a 15% administrative fee) will be made for exhibits canceled before September 03, 2019. In no case will a refund be issued for a cancellation made after that date.

Payment Information: Total Due: $ __________ (Federal Tax ID: 48-1124839)
_____ Check/Purchase Order  _____ MasterCard  _____ Visa  _____ American Express  _____ Discover
CC #__________________________ Expiration Date: __________ Security Code:_________________
Name on Card: ___________________________________________________ Signature:____________________________________

NOTE: Your application to exhibit at the annual conference will be reviewed by KANSAS PUBLIC HEALTH ASSOCIATION, and if it is determined that your product or information contradicts the KANSAS PUBLIC HEALTH ASSOCIATION mission or policies, your application will be denied and a refund will be made.