



31<sup>st</sup> Annual Statewide Summer Conference for  
**Kansas School Nurses**  
**Virtual Event**

*Every Day Counts:  
Behind Every Successful Student is a School Nurse*

**Virtual Exhibitor & Sponsor Information**

*Exhibit Dates:*  
Monday, July 20 - Thursday, July 23, 2020



# 31<sup>st</sup> Annual Kansas School Nurse Conference Exhibitor & Sponsor Registration

Name of Organization (& Dept if applicable) \_\_\_\_\_  
Registration/Billing Contact \_\_\_\_\_ E-mail: \_\_\_\_\_  
Mailing Address (included in conference program) \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ Web \_\_\_\_\_

\_\_\_\_\_ I agree to abide by all Kansas School Nurse Conference Exhibitor terms and conditions. (See brochure for details.)

## Exhibitor Opportunities

(see brochure for opportunity details)

### Early Bird Rate (by June 19)

\_\_\_\_\_ For Profit: \$250

\_\_\_\_\_ Non-profit: \$75

### After June 19

\_\_\_\_\_ For Profit: \$275

\_\_\_\_\_ Non-profit: \$100

## Sponsorship Opportunities

\_\_\_\_\_ Keynote Presentation Sponsor: \$1,500

\_\_\_\_\_ Breakout Session Sponsor: \$1,000

\_\_\_\_\_ Virtual Lunch Break Sponsor: \$500

## Packet Inserts (Please check one)

\_\_\_\_\_ **Early Bird (by June 19)** Registration Fee: \$100

\_\_\_\_\_ **Regular (after June 19)** Registration Fee: \$150

## How to Register

**Online at:** [www.wichita.edu/conferences/ksn](http://www.wichita.edu/conferences/ksn)

**By Fax:** 316-978-3064

**Mail:** WSU Conference Office  
1845 Fairmount St., Campus Box 136  
Wichita, KS 67260-0136

### Questions?

Contact the WSU Conference Office at 316-978-6493 or [conference.office@wichita.edu](mailto:conference.office@wichita.edu)

**Federal Tax ID** #48-1124839

*Cancellation of Space: Failure to exhibit does not constitute notice of cancellation. Cancellation of exhibit space or sponsorship must be in writing. Telephone cancellations will not be accepted. A 15% administrative fee will be assessed on all cancellations (this includes unpaid purchase orders.) There will be no refunds after June 30, 2020.*

**Payment Information: Total Due: \$** \_\_\_\_\_ **Check** \_\_\_\_\_ **MasterCard** \_\_\_\_\_ **Visa** \_\_\_\_\_ **American Express** \_\_\_\_\_ **Discover** \_\_\_\_\_

**CC #** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_ **Security Code:** \_\_\_\_\_

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

## Exhibit at the 2020 KSN Conference

The Kansas School Nurse Conference attracts school nurses (pre-K through 12), public health nurses, and physician office nurses (who work with children) from across the state. In its 31<sup>st</sup> year, this conference is the main source of continuing education for nurses in this specialty practice. With an average of 400 participants, this is your best opportunity to reach this market and have your message heard. This year's conference theme is: *Every Day Counts: Behind Every Successful Student is a School Nurse.*

After thoughtful consideration, the Kansas School Nurse Organization is transitioning the 2020 KSN Conference into a virtual experience.

We are excited about this new virtual direction as it provides our community an even more inclusive opportunity to come together in a time when we truly need each other. The KSN Virtual Conference will kick off on the same dates, with a new look, an updated lineup including exciting new additions, and new approaches to speaker engagement and interactivity with attendees.

The educational program will include many of the previously scheduled keynotes and breakout sessions. The program will also include a virtual exhibit hall, annual business meeting, and opportunities for engagement and interaction.

Following registration, exhibitors and sponsors will receive a link to log in to the virtual platform and set up their virtual booth.

## Exhibit Dates & Times

**Monday, July 20 - Thursday, July 23**

24 hours/day

## Exhibitor Options

KSN exhibitors are a critical partner in the success of our event. Our attendees count on their products, programs, services and resources, which are critical to their success. KSN counts on our exhibitors' support too -- to help us advance the cause of school and student health, and to provide the resources that support our mission -- more important than ever in this time of COVID-19.

### Early Bird Rates (by June 19)

For Profit: \$250

Non-profit: \$75

### Rates After June 19

For Profit: \$275

Non-profit: \$100

### Exhibitor rates include the following:

- Customizable landing page which could include attendee surveys, polls, giveaways, links, and more.
- One-on-one video meetings with attendees
- Set "open" and "closed" booth hours during live sessions, July 20-23.
- Landing page visibility for up to 90 days following conference.
- Free webinar/tech support on how to make the most of virtual exhibition.

### Bag Inserts

**Early Bird Rate (by June 19): \$100**

**Regular Rate after June 19: \$150**

**Deadline to register for bag inserts: July 3**

Participate even if you are unable to exhibit live! Ship your materials to us, and we will include them in the participants' packets. The WSU Conference Office will facilitate mailing packets to attendees. Please ship us your item(s) using the following information.

#### Shipping via FedEx or UPS:

WSU Conference Office  
Attn. KSN Conference  
5015 E. 29th Street N, Door C  
Wichita, KS 67220

#### Shipping via USPS:

WSU Conference Office  
Attn. KSN Conference  
1845 Fairmount, Box 136  
Wichita, KS 67260-0136

Your fee must be paid in full to participate. Cost of shipping your materials to the WSU Conference Office is your responsibility. Materials must be received NO LATER than July 3, 2020, to be included.

## Sponsorship Opportunities

### Keynote Presentation Sponsor | \$1,500

- One complimentary conference registration. *Please let conference staff know the name of the person receiving the registration in advance of the conference.*
- Priority placement in the virtual exhibit hall.
- Post-conference email with participant's contact info.
- One branded keynote session with company logo.
- Two-minute opportunity to speak during one opening session.
- Complimentary packet insert.

### Breakout Session Sponsor | \$1,000

- Priority placement in the virtual exhibit hall.
- Post-conference email with participant's contact info.
- One branded breakout session with company logo.
- Recognized during the general session.
- Two-minute opportunity to speak during one opening session.
- Complimentary packet insert.

### Virtual Lunch Break Sponsor | \$500

- Priority placement in the virtual exhibit hall.
- Post-conference email with participant's contact info.
- Recognized during the general session.
- 10 minute opportunity to speak/product demonstration during one lunch break period.

## General Conference Information

### Logging in to the Virtual Conference

Exhibitors and sponsors will receive information on how to log in to the virtual platform following registration. Technical support will be made available as exhibitor/sponsors customize their landing pages.

### Terms and Conditions

By participating as an exhibitor in the KSN Conference, you, your company/association, and your representatives agree to the following terms and conditions. These terms and conditions will be strictly enforced and violators may be asked to leave the exhibition area and may impair their exhibit opportunities at future KSN Conferences.

### Booth Assignment

The KSN Conference organizers reserve the right to exercise their sole discretion in the assignment of virtual 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.

### Amendments

The exhibitor agrees that the KSN Conference organizers have the right to make rules, regulations, or changes in arrangements as necessary, and to amend from time to time. The conference facilitator has the final determination and will enforce all rules, regulations, and conditions.

### Liability

Exhibitor assumes responsibility and hereby agrees to protect, indemnify, defend and save the KSN Conference organizers 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.

### Cancellation of Space

Failure to exhibit does not constitute notice of cancellation. Cancellation must be in writing. Telephone cancellations will not be accepted. A 15% administrative fee will be assessed on all cancellations (this includes unpaid purchase orders.) There will be no refunds after June 30, 2020. In the event that the KSN Conference is canceled due to fire, strikes, government regulations, acts of God, or other causes beyond their control, the KSN Conference organizers shall not be held liable for failure to hold the KSN Conference as scheduled, and the KSN Conference organizers shall determine the amount of exhibit fees to be refunded.

### Endorsements

Having an exhibitor relationship with the KSN Conference does not indicate that the KSN Conference endorses the product of said exhibitor.

### Questions or concerns?

Contact the WSU Conference Office at 316-978-6493 or [conference.office@wichita.edu](mailto:conference.office@wichita.edu).

## Reserve Your Spot

To reserve your place at the 31<sup>st</sup> Annual KSN Conference, complete the Exhibitor/Sponsor registration form and return it along with your exhibitor fees to:

Wichita State University Conference Office  
1845 Fairmount, Campus Box 136  
Wichita, KS 67260-0136

**Register online at:** [www.wichita.edu/conferences/ksn](http://www.wichita.edu/conferences/ksn).

#### Photo usage

By attending the Kansas School Nurse Conference, you give KSNO and Wichita State the right to take photos and use your image in future promotional materials

#### 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 cancelled 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.

#### Special Accommodations

The Kansas School Nurse Organization 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 (40 years or older), ancestry, 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, telephone 316-978-3187.