



PENNSYLVANIA ASSOCIATION OF NURSE ANESTHETISTS

234 NORTH THIRD STREET • HARRISBURG, PA 17101
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December 2011

Dear Friend of Nurse Anesthesia:

This letter, along with the enclosed attachments, provides information concerning the Pennsylvania Association of Nurse Anesthetists (PANA) Spring Symposium at The Hotel Hershey in Hershey, Pennsylvania. PANA symposia have been extremely successful in attracting attendees from across the state of Pennsylvania as well as from surrounding states and from across the country. The 2011 Spring Symposium had a record-breaking attendance of over 700 Certified Registered Nurse Anesthetists and Student Registered Nurse Anesthetists. The 2012 Spring Symposium will be held May 3-6, 2012.

The exhibit area at this year's event will be open over 2 days—Friday evening through Saturday afternoon. Set up will begin at 2:00 pm on Friday. There will be a welcome reception from 5:00-8:00 pm in the exhibit area Friday evening. Educational sessions for the attendees run from 5:00-10:00 pm Friday night. On Saturday you are welcome to join our attendees for breakfast and lunch. Teardown of exhibits will occur after lunch on Saturday.

We hope that you will take advantage of this unique opportunity to meet with attendees who will be interested in your products and services. Each exhibitor table will include draping, one 6' table and one chair. The exhibitor table fees are outlined on the contract included in this mailing. This fee covers as many attendees as you'd like to bring and an electrical outlet, should you need one. If you have any questions please call the PANA office at 717-909-9822. An agenda for the event will be viewable online in December at www.pana.org. A copy of the brochure mailed to attendees will be posted there once published. A tentative schedule is enclosed.

Please "save the date": the PANA 2012 Fall Symposium will be held at the Omni Bedford Springs Resort on October 19-21, 2012.

On behalf of PANA, thank you for your continued support of nurse anesthetist education and the association.

Sincerely,

Pamela Kauffman, CRNA, MSN
PANA Program Committee Chair

IMPORTANT INFORMATION

Standard Table Information: Each table will include draping, one 6' table, and one chair.

Exhibition Dates and Hours: The exhibition will run on Friday, May 4 from 5:00 pm until 8:00 pm and on Saturday, May 5 from 6:00 am until 1:00 pm. **Setup will be on Friday, May 4 from 2:00-4:00 pm. All displays should be set up by 4:00 pm. Tear down will be after lunch on Saturday, May 5.**

Schedule of Events for Attendees: A complete agenda will be posted at www.pana.org once published

Thursday—5:00 pm—10:00 pm educational sessions

Friday—7:00 am—1:15 pm educational sessions; 1:15 pm—2:15 pm lunch; 2:15 pm—5:00 pm break; 5:00 pm—10:00 pm educational session; 5:00 pm—8:00 pm welcome reception

Saturday—6:00 am—8:00 am breakfast; 7:00 am—1:15 pm educational sessions, 1:15 pm—2:00 pm lunch, 2:00 pm—4:00 pm College Bowl Competition

Sunday—7:00 am—12:15 pm educational sessions

Agreement: The signed Contract Agreement form must be returned to the PANA office no later than **Friday, March 2, 2012** along with all other forms identifying sponsorship and/or advertising requests.

PANA Members and Staff: PANA members and staff will be on hand at the registration table to show you to your assigned exhibit space.

Program Advertising/Sponsorship: The Program Book is given to all attendees, who have direct buying influence in this industry. Take advantage of this opportunity to keep your company's name, products, and services accessible in a cost-effective manner. Please see the contract for more information on how to reinforce your presence at the PANA Spring Symposium through advertising.

Hotel Information: The event is being held at The Hotel Hershey, 100 Hotel Road, Hershey, PA, 17033; phone 717- 533-2171. We have secured a block of rooms at the hotel. The room rate is \$220.00 (plus applicable taxes). Rooms are available through April 3, 2012.

Please call Angie Armbrust, PANA Managing Director, with any questions at 717-909-9822. Thank you for your support of PANA's Spring Symposium!

PANA SPRING SYMPOSIUM EXHIBIT SPACE CONTRACT/AGREEMENT
The Hotel Hershey – Hershey, Pennsylvania – May 3-6, 2012

IMPORTANT! Read contract terms and conditions before completing. Please complete and return to PANA with appropriate payment as specified. **No table or ad will be assigned without payment.** The undersigned hereby agrees to, and does reserve, the space, subject to availability, indicated below for use at the PANA Spring Symposium to be held at The Hotel Hershey, Hershey, Pennsylvania. **CONTRACT AND PAYMENT DUE BY March 2, 2012**

1. Exhibitor Table Display

Medical/Anesthesia Product Vendors

\$750 OR \$800 for table + full page ad (\$900 value) \$_____enclosed

Educators and Recruiters

\$500 OR \$550 for table + full page ad (\$650 value) \$_____enclosed

Non-Anesthesia-Related Vendor

\$350 OR \$400 for table + full page ad (\$500 value) \$_____enclosed

Please provide a standard electrical outlet (YES/NO) _____

2. Advertisement in PANA Symposium Program Book

Full Page (7.5" X 10") \$150 each \$_____enclosed

Half Page (7.5" X 5") \$100 each \$_____enclosed

ADS MUST BE EMAILED IN WORD OR PDF FORMAT TO info@pana.org BY: **March 2, 2012**

3. Other Sponsorships Available Contact PANA Office for Details

Sponsorship of an educational speaker

Refreshment Break(s)

PAYMENT TOTAL: \$_____

Check Enclosed

Credit Card:

Visa

MasterCard

Card # _____ Exp. Date ___/___/___ CID # _____ Signature _____

ACCEPTANCE OF TERMS: I, the duly authorized representative of the undersigned company, on behalf of the said company, subscribe and agree to all terms and conditions, contained in this Contract and Agreement for Exhibit Space(s)/Advertisement/Other Sponsorship.

Company Name: _____

Person(s) Attending: _____

Contact Person: _____ E-mail: _____

Title: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ FAX: _____