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West Palm Beach, FL 33411  
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[www.bestcarepractices.org](http://www.bestcarepractices.org)

*Visit [www.bestcarepractices.org](http://www.bestcarepractices.org) today, and sign up to exhibit!*

## **FMDA – The Florida Society for Post-Acute and Long-Term Care Medicine Industry/Exhibitor Code of Conduct** *(Revised: March 2007)*

FMDA leadership devised this Code of Conduct based on AMDA and FMDA guidelines. All exhibitors, grantors, product theater sponsors, and third parties who may be involved either directly or indirectly are required to agree to this Code when they submit an application to exhibit.

1. Exhibiting/participating in the FMDA meeting is a privilege and not a right.
2. FMDA reserves the right to reject an application to exhibit without giving a reason.
3. Potential exhibitors are invited to complete the Application to Exhibit form.
4. By submitting the form, potential exhibitors agree to:
  - a. Set up the exhibit during the designated time,
  - b. Staff the exhibit booth during exhibit hours,
  - c. Refrain from removing the exhibit before the conclusion of exhibit hours,
  - d. Conduct themselves in a courteous and professional manner  
— by respecting others and expecting respect — especially when in conversation with customers.
5. Potential exhibitors also agree to:
  - a. Refrain from holding any long-term care-related meetings or receptions within 10 miles of the location of the FMDA annual meeting, within 24 hours of the beginning or end of the FMDA meeting, unless specific written/email consent is obtained from the executive director of FMDA.
  - b. Unless authorized in writing/email by the executive director of FMDA, refrain from entertaining groups of FMDA meeting registrants during the FMDA annual meeting — unless there is a clearly designated time to do so — as this reduces the value of the meeting to exhibitors, product theater sponsors, and donors of educational/non-educational grants.
  - c. If in doubt about the propriety of a planned event, ask for guidance from FMDA's executive director.



**Please Note:** AMDA, the joint provider (CMEs/CMDs) for this conference, has implemented guidelines from the Accreditation Council for Continuing Medical Education. It requires FMDA to offer an opt-in for conference participants to authorize FMDA to share their contact information. Our registration process includes this note: *By checking this box, I consent to have FMDA share my contact information with 33<sup>rd</sup> Annual Conference exhibitors and supporters. FMDA relies on exhibitors and sponsors to help support the organization and the conference. We hope that you will opt-in to sharing your contact information with our supporters as they promote their presence at our 33<sup>rd</sup> Annual Conference.*

# FMDA – The Florida Society for Post-Acute and Long-Term Care Medicine

## Annual Trade Show & Sponsorship Information

Nov. 1-2, 2024 • Signia by Hilton Orlando Bonnet Creek • Orlando, FL



**DISPLAY DATES & TIMES** (the times below are subject to change):

**FRIDAY:** Nov. 1, 2024 ~ 2:05-3:20 p.m.; 5:30-7 p.m. Welcome Reception

**SATURDAY:** Nov. 2, 2024 ~ 8-9 a.m. Breakfast; 11:40 a.m.-12:35 p.m. Coffee Break

**SET UP:** Friday, Nov. 1, 2024 ~ 10 a.m.-1:45 p.m. • **TEAR DOWN:** Saturday, Nov. 2, 2024 ~ 12:35-3:15 p.m.

**LOCATION INFORMATION:** FMDA's Best Care Practices in the Post-Acute & Long-Term Care Continuum Trade Show will be held at Signia by Hilton Orlando Bonnet Creek, 14100 Bonnet Creek Resort Lane, Orlando, FL 32821; Phone: (888) 353-2013.

**HOTEL CATERING & SPECIAL SERVICES:** If you are planning a special event that has been pre-approved by FMDA and requires services such as catering a reception, planning a product theater, etc., contact **Ricky Plokhaar, Senior Event Manager; Ricky.Plokhaar@Hilton.com, (407) 597-3734.**

**ASSIGNMENT OF SPACE:** Upon receipt of the completed application to exhibit, FMDA will confirm the acceptance of your application. Each display space will be furnished with one 6-foot, draped and skirted table with two chairs. All exposed portions of a display must be finished so as not to be objectionable to other exhibitors or FMDA. Displays not conforming to these specifications will be prohibited. Assigned space may not be moved, exchanged, shared, or transferred for any reason.

### TERMS & CONDITIONS

**INSTALLATION OF EXHIBITS:** Exhibits are to be set up by **1:45 p.m. on Friday, Nov. 1, 2024.** In the event that an exhibitor fails to complete installation by **1:45 p.m.**, FMDA reserves the right to remove the display table at the exhibitor's expense and risk.

**REMOVAL OF EXHIBITS:** There will be no breaking down of exhibits before **12:35 p.m. on Saturday, Nov. 2, 2024.** Any exhibitor who breaks down before **12:35 p.m.** shall be deemed to be in violation of this agreement. All exhibits not removed by **3:15 p.m.** on Saturday may be removed by the association or the hotel, at the risk and expense of the exhibitor.

**CARE OF SPACE:** The exhibitor agrees not to deface, injure, or mar the exhibit area of **Signia by Hilton Orlando Bonnet Creek** or any of the furniture or fixtures contained therein, and/or any of the property of whatever nature placed therein. The exhibitor shall be liable to the association and/or **Signia by Hilton Orlando Bonnet Creek** for any damage resulting to such furniture and fixtures contained therein and/or such property placed therein by the association and occurring by reason of the commissions or omissions of any exhibitor and/or its agents, servants, or employees. The exhibitor shall defend and hold harmless the association from all claims and suits against said association arising from the aforesaid commissions or omissions of the exhibitor, their agents, servants, or employees. All materials used by exhibitors must conform to the requirements of the local fire department, and exhibits must meet all state and local codes.

**AUDIOVISUAL & ELECTRICAL SERVICES:** Email [Sales.Bonnet.Creek@Encoreglobal.com](mailto:Sales.Bonnet.Creek@Encoreglobal.com).

**INSURANCE:** The association or its representatives assumes no responsibility for the safety of the personnel and property of exhibitors or the personal property of their officers, agents, servants, or employees. Any exhibitor wishing to insure his/her personnel or goods against injury, theft, and damage by fire, accident, or other cause must do so at his/her own expense.

**SECURITY:** Due to the informal nature of the tabletop exhibits, we strongly encourage you to keep your display simple. If you choose to bring special equipment for your display, you are responsible for securing the equipment. FMDA will not be providing security for this area.

**EXHIBITOR CONDUCT, CONTACT HOURS, & RESTRICTIONS:** This application and agreement is subject to FMDA's Industry Exhibitor Code of Conduct, which can be found on the back of this flier. Events that conflict with FMDA's schedule will not be allowed. Up to four (4) representatives are included in the fee per booth, and there is a **\$50** charge for each additional representative name badge. Exhibitors are welcome to attend all educational sessions. If contact hours are needed, a **\$50** registration fee is required per licensee. FMDA reserves the right to restrict all displays that, because of noise or other objectionable features, interfere with the orderly procedure of the exhibition; also to prohibit any display or procedure that, in its judgment, runs counter to the general character of the exhibition. Exhibitors will conduct their business in a courteous and professional manner from the confines of the display area they have rented.

**LIABILITY:** The association or its representatives shall not be liable for any damages in the event that performance of this contract is rendered impossible by any of the following causes: destruction of the hotel, or any substantial portion thereof, by fire, earthquake, hurricane, the elements, or a public enemy, strikes, disease, or other public disorder; impossibility of performance created by law or any public authority; and/or for any cause beyond its control or the control of **Signia by Hilton Orlando Bonnet Creek.** The association will, however, in the event of its not being able to hold the exhibition for any of the reasons set forth above, reimburse exhibitors the amount of fees paid.

**CANCELLATION OF EXHIBIT SPACE:** Exhibitor cancellation requests must be presented to the association in writing. If cancellation occurs on or before **Sept. 30, 2024**, the exhibitor will receive a full refund less a **\$250** administrative fee. If cancellation occurs after **Sept. 30, 2024**, no refunds shall be due the exhibitor. An exhibitor who cancels may not transfer or assign an exhibit space.

**MATERIAL SHIPPING & HANDLING:** We recommend whenever possible that exhibitors hand-carry their materials into the exhibit hall. The hotel cannot accept shipments until three (3) days prior to the Best Care Practices conference and has limited storage capability.

*Continued on the next page*

When sending shipments to the hotel, please label them in the following manner:

**Hold for Arrival:** FMDA's 33<sup>rd</sup> Annual Conference: Best Care Practices  
**Attention:** Guest Name (Hold for Arrival)  
**FedEx, UPS, or U.S. Post Office:** Signia by Hilton Orlando Bonnet Creek, 14100 Bonnet Creek Resort Lane, Orlando, FL 32821

**HOTEL RESERVATIONS:** FMDA has reserved a block of rooms at **Signia by Hilton Orlando Bonnet Creek, 14100 Bonnet Creek Resort Lane, Orlando, FL 32821**. The group rate is \$225 single/double occupancy; \$25 daily resort fee; discounted self-parking (\$18/day) and valet parking (\$35/day) for all attendees over the dates of the program; complimentary Wi-Fi service; and no daily resort fee.

To make a reservation, please call (407) 597-1805, or outside of office hours call (407) 597-3600, and mention you are attending FMDA – The Florida Society for PALTC Medicine / Best Care Practices conference. To guarantee rate and room availability, you must make your reservations no later than **Sept. 25, 2024**. This special group rate will be applicable three (3) days prior to and three (3) days following the main program dates, subject to availability. You may also reserve your hotel room at [www.bestcarepractices.org/venue.html](http://www.bestcarepractices.org/venue.html).

## APPLICATION to EXHIBIT

FMDA's Best Care Practices Trade Show • Nov. 1-2, 2024  
Signia by Hilton Orlando Bonnet Creek

DATE: \_\_\_\_\_, 2024

**\$1,595 Early-Bird Rate  
good until Aug. 31, 2024**

Please reserve for our use, at FMDA's 33<sup>rd</sup> Annual Trade Show, display space as requested below. We understand that our use of this space is subject to the conditions and terms outlined in this agreement, which, upon acceptance by FMDA – The Florida Society for Post-Acute and Long-Term Care Medicine, shall become a binding, non-cancellable agreement between our organization and FMDA. Each 6-foot tabletop display area costs \$1,995 if paid by check or by credit card at [www.bestcarepractices.org](http://www.bestcarepractices.org). An exhibitor may not share any part of its booth with another vendor, whether or not it is a related company. Full refunds apply to vendors whose application to exhibit is not accepted. Once submitted, this application is not cancelable or contingent upon any funding approval. This application is not considered accepted unless it is signed by an authorized representative of FMDA. Exhibit space will not be reserved for your organization unless payment in full is received in advance of the Annual Trade Show.

**Print exactly as your organization's contact information should appear in the conference syllabus and promotional material.**

Organization Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Booth representatives (up to 4 representative names badges included per booth, with a \$50 charge for each additional representative):

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

**Description of Organization or Service:** If you would like to be included in the onsite trade show material, please email a 50-word-maximum description of your company, its products, and/or services to [sbellotti@fmda.org](mailto:sbellotti@fmda.org) by **Sept. 8, 2024**.

When making display assignments, please avoid the following competitors (if possible): \_\_\_\_\_

**Get Involved!** Join FMDA to network with LTC medical directors, attending physicians, pharmacists, PAs, and NPs. Distinguish your company from the competition by becoming an **Organizational Affiliate** member in good standing of FMDA.

- Yes! **Organizational Affiliate** annual member dues in the amount of \$500 are enclosed.
- Yes! We want to reserve Sponsorship Opportunity D or E # \_\_\_\_\_, and/or Grande Sponsorship A / B / C \_\_\_\_\_.
- Early-Bird Rate:** The number of tabletop displays requested is \_\_\_\_\_. Early-bird display fees are \$1,595 per display, or \$1,495 for Organizational Affiliate members (with current membership through Nov. 30, 2024), for a total amount of \$ \_\_\_\_\_.
- a. A check in the amount of \$ \_\_\_\_\_, to cover the exhibit fee, membership dues, and sponsorship(s) is enclosed, or  
b. A credit card payment of \$ \_\_\_\_\_, was made at [www.bestcarepractices.org](http://www.bestcarepractices.org) on \_\_\_\_\_ (date). We are e-mailing/faxing this completed and signed agreement directly to FMDA.

\* Standard fee is \$1,995. Organizational Affiliate members receive \$100 member discount per tabletop display.

*I have read the terms of this agreement and accept the stipulations as outlined, as the authorized representative of this company.*

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_

Application to exhibit approved by FMDA: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Make all payments payable to FMDA or Best Care Practices and return to:  
**FMDA – The Florida Society for Post-Acute and Long-Term Care Medicine**  
3123 Breakwater Court, West Palm Beach, FL 33411  
Tel: (561) 689-6321 • Fax: (561) 689-6324 • Email: [ian.cordes@fmda.org](mailto:ian.cordes@fmda.org)

FMDA is a not-for-profit 501(c)(3) corporation. Its federal tax identification number is 81-3438184.

# Best Care Practices in the Post-Acute & Long-Term Care Continuum



## Sponsorship Opportunities

FMDA, NADONA, Florida Chapters of GAPNA, and FGS  
invite you to become a conference Grande Sponsor.



### A. Bronze Grande Sponsorship: \$5,000

1. Annual FMDA membership dues for **Vendors & Organizational Affiliates**: A **\$500 value**.
2. One (1) 6-foot tabletop exhibit in preferred area of Annual Trade Show: A **\$1,995 value**.
3. Upgrade to a double-tabletop exhibit for only **\$1,250** (optional): A **\$745 value**.
4. Two (2) free, 1/4-page ads or the equivalent (must use within 18 months) in the award-winning *Progress Report* digital newsletter: A **\$570 value**.
5. Online recognition with your company's logo and website link at [www.bestcarepractices.org](http://www.bestcarepractices.org) until at least **October 2025**: A **\$500 value**.
6. Online recognition with your company's logo and website link at [www.fmda.org](http://www.fmda.org) until at least **October 2025**: A **\$500 value**.
7. Sponsor of a refreshment break during the conference: A **\$1,500 value**.
8. Special recognition in printed conference program, collateral material, website, onsite signage, mentioned in announcements, etc.: **Value = Priceless**.
9. High-profile recognition will appear in *Progress Report*, the award-winning statewide digital newsletter: **Value = Priceless**.
10. Ribbons highlighting your level of support — for you and your staff.

— **These benefits total \$6,310, plus, plus.**

### B. Silver Grande Sponsorship: \$7,500 — All above benefits PLUS...

1. Upgrade to a double-tabletop exhibit for only **\$1,000** (optional): A **\$995 value** (extra **\$250** more than “Bronze”).
2. Upgrade to two (2) free, 1/2-page ads or the equivalent (must use within 18 months) in the award-winning *Progress Report* digital newsletter: A **\$1,050 value** (additional **\$480** more than “Bronze”).
3. One free 1/2-page ad in the printed onsite conference syllabus/program: A **\$525 value**.
4. Recognition as the sponsor of the onsite Best Care Practices planning committee meeting: A **\$1,250 value**.

— **These benefits total \$8,640, plus, plus.**

### C. Gold Grande Sponsorship: \$10,000 — All above benefits PLUS...

1. Includes a double-tabletop exhibit: A **\$1,245 value** (extra **\$250** more than “Silver”).
2. Upgrade to two (2) free, full-page ads or the equivalent (must use within 18 months) in the award-winning *Progress Report* digital newsletter: A **\$1,750 value** (extra **\$700** more than “Silver”).
3. Upgrade to one (1) free full-page ad in the printed onsite conference syllabus/program: A **\$875 value** (extra **\$350** more than “Silver”).
4. Recognition as the “**Official Sponsors**” of a second scheduled **Coffee Break**: A **\$1,500 value**.

— **These benefits total \$11,440, plus, plus.**

### D. Diamond Grande Sponsorship: \$30,000 — Annual Conference Sponsor: Reserved by VITAS Healthcare.

### E. Educational Sponsorship

- |  |         |
|--|---------|
| 1. <i>National Leadership Forum</i> on Saturday, Nov. 2----- | \$7,500 |
| 2. <i>Keynote Address</i> -----                              | \$5,000 |

### F. General Sponsorships

- |  |           |
|--|-----------|
| 1. Saturday morning Continental Breakfast in the Exhibit Hall----- | \$5,000   |
| 2. Sunday morning Continental Breakfast-----                       | \$4,500   |
| 3. Friday's Welcome Reception in the exhibit hall-----             | \$3,750   |
| 4. Presidents Wine & Cheese Reception on Saturday evening-----     | \$3,500   |
| 5. Special Event(s), e.g., Walk-A-Thon Fundraiser, etc.-----       | \$2,500   |
| 6. Tote bags imprinted with your company's logo-----               | \$2,400   |
| 7. Conference's onsite printed Syllabus-----                       | \$2,250   |
| 8. Poster presentation sessions-----                               | \$2,000   |
| 9. T-shirts with your company's logo-----                          | \$1,950   |
| 10. Quality Champion Award-----                                    | \$1,950   |
| 11. Name badge holders with your company's logo-----               | \$1,750   |
| 12. Refreshment/Coffee Breaks-----                                 | \$1,500   |
| 13. Product Theaters-----  | Call FMDA |

### Sponsors will receive:

- ◆ Recognition in the FMDA *Progress Report* newsletter
- ◆ Recognition in annual program's printed materials
- ◆ Recognition on both FMDA websites at [www.fmda.org](http://www.fmda.org) and [www.bestcarepractices.org](http://www.bestcarepractices.org)
- ◆ Recognition in the annual program brochure, if commitment is made by **Sept. 1, 2025**
- ◆ Recognition in the annual program syllabus
- ◆ Special signs prominently displayed at supported function(s)
- ◆ Introduction at supported function(s)

**Thank you for your interest and your support! Please note that some of the options featured here are offered on a limited basis and are reserved as first-come, first-served. So, please don't delay; call us today.**

*Should you have any questions, please contact Shane Bellotti at (561) 689-6321 or [sbellotti@fmda.org](mailto:sbellotti@fmda.org).*