

SPRING CONFERENCE | 2023 WiAHC

June 1-2, 2023 • Oshkosh, WI

2023 VENDOR PROSPECTUS

Visit www.wiahc.org to register online

SPONSOR/ EXHIBIT LEVELS

RECEPTION SPONSOR | \$3,500

- Exclusive sponsorship of the Thursday evening reception
- Complementary Associate membership for the year (valued at \$500)
- Signage at conference and reception
- Sponsor recognition on the website, emails and all conference materials
- Opportunity to welcome attendees to the reception
- Two additional registrations and complimentary electrical connection at exhibit space

BREAKFAST SPONSOR | \$2,500

- Exclusive sponsorship of the Friday morning breakfast with attendees
- Complementary Associate membership for the year (valued at \$500)
- Signage at conference
- Complimentary electrical hookup at booth
- Onsite signage
- Sponsorship recognition on website, emails and all conference materials

LUNCH SPONSOR | \$2,500

- Exclusive sponsorship of the Thursday lunch with attendees
- Complementary Associate membership for the year (valued at \$500)
- Signage at conference
- Complimentary electrical hookup at booth
- Onsite signage
- Sponsorship recognition on website, emails and all conference materials

BREAK SPONSOR | \$1,500

- Exclusive sponsorship of the Thursday afternoon break with attendees (must be current Associate member)
- Signage at conference
- Complimentary electrical hookup at booth
- Onsite signage
- Sponsorship recognition on website, emails and all conference materials

EXHIBIT ONLY | \$750 (associate members) | \$1,250 (non-members)

- Exhibitor level recognition on the website, event app and in on-site materials

ALL LEVELS INCLUDE

- 6ft skirted display table with two chairs
- Non-competitive exhibitor viewing times
- Meals and refreshments during exhibit hours
- Recognition in the conference program and on the website
- Participation in Exhibitor game for attendees
- List of registered attendees
- Two representatives per exhibit space*
Additional badges may be purchased

EXHIBIT SET UP & DISMANTLE

Exhibitors may set up on Wednesday, May 31 from 5:00 pm-6:30 pm, and on Thursday, June 1 from 6:15-7:00 am. All exhibits must be set up by 7:00 am on Thursday. Please do not dismantle your exhibit until after the Friday afternoon break.

DISPLAY TIMES (subject to change)

Thursday, June 1, 2023
7:30 am to 6:00 pm

Friday, June 2, 2023
7:30 am to 11:00 am

REQUEST LETTERS

Request letters and W9 forms are available by contacting the WiAHC office at wiahc@badgerbay.co.

QUESTIONS?

Please contact the WiAHC office at 920-560-5632 or wiahc@badgerbay.co with questions.

ADDITIONAL SPONSOR/EXHIBIT INFORMATION

LOCATION/SHIPPING MATERIALS

Exhibit materials may be shipped to:

The Best Western Premier Waterfront Hotel & Convention Center
1 N Main Street
Oshkosh, WI 54901

All packages sent to the hotel should be clearly marked with, "Hold for WiAHC/June 1-2, 2023." Also include your company's name, a contact name and phone number, and the total number of boxes in your shipment. Materials should be received no earlier than three (3) business days prior to the conference, or surcharges will apply. Coordination and fees related to shipping of exhibit materials to and from the conference are the responsibility of the exhibitor. The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend and hold harmless the Hotel, its agents, servants and employees from any and all such losses, damages and claims.

HOTEL ACCOMMODATIONS

Reserve your overnight accommodations before May 17, 2023 to receive the **WiAHC group rate of \$90**. To make reservations, call the Best Western Premier at 920-230-1900 and request the WiAHC Spring Conference room block.

REGISTRATION DEADLINE / CANCELLATIONS

Please **register by May 15, 2023**, to guarantee your space and inclusion in program materials. Cancellations and requests for refund must be received in writing and will be subject to a \$50 administrative fee. No refunds will be issued after May 15 or for no-shows.

SPECIAL REQUESTS

If your exhibit requires additional equipment or special set-up assistance, please contact the WiAHC office. Any special arrangements are made at the exhibitor's expense. Please include any restrictive dietary needs on your registration form.

DISCLAIMER

This program is designed for WiAHC member and exhibitors whose products and services align with the WiAHC mission. All applications for exhibit space will be considered. In its sole discretion, WiAHC reserves the right to reject any application that is deemed inconsistent with the mission of the organization.