Dear Exhibitor,

We are excited to present to you the Spring National Advanced Practice & “New This Year” the Low Risk Neonatal Nurses Conferences to be held April 15-18, 2020, at the Hilton Hawaiian Village, Waikiki Beach Resort, Honolulu, Hawaii. We anticipate 500+ Advanced Practice Neonatal Nurses and Low Risk Neonatal Nurses from the United States along with a draw of international neonatal nurses to attend this outstanding conference!

The Academy of Neonatal Nursing (ANN) is thrilled to announce a new conference coming this Spring – The National Low Risk Neonatal Nurses Conference. This exclusive program is tailored for Low Risk Neonatal Nurses working in a Mother Baby Unit or a Level I or II nursery! This conference runs concurrent with ANN’s Spring Advanced Practice Neonatal Nurses Conference.

Our attendees are Neonatal Nurse Practitioners, Clinical Nurse Specialists, Neonatal Nurse Managers and Low Risk Neonatal Nurses. These are the nurses that are called upon to make decisions and recommendations regarding products and services for use in the NICU.

The Spring National Advanced Practice & Low Risk Neonatal Nurses Conferences offer unopposed exhibit hours so you can spend more quality time with our attendees. Plan now to exhibit with us in Honolulu and meet with these influential nurses.

Sincerely,

Rick Gabler
Director of Marketing
Information For Exhibitors

Space Assignment Fees
All applications for space must be filled out on the form provided by the Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences. Please complete the form and keep a copy for your files. The Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences may, at its discretion, accept or reject any application for space.

Terms of Payment and Cancellations
A deposit of 50% for each exhibit space is required at the time of application for space. The balance of payment shall be due upon receipt of confirmation. Assignments not rejected by the exhibitor within 14 days from the notification of space assignment will be considered accepted by the exhibitor and may, thereafter, be rejected or the contract cancelled only with the approval of the Exhibit Manager.

Should any contingency prevent holding of the conference or exhibition, the sponsoring group shall not be held liable for any expenses incurred by the exhibitor.

Exhibitors canceling before January 6, 2020, will forfeit their deposits. Exhibitors canceling after this date will be charged full-space rental. Cancellations must be made in writing to the conference management firm, Anthony J. Jannetti, Inc.

Exhibitor Services
The following services will be provided to exhibitors at no additional charge:
- Eight-foot high back wall and 42" high rails of quality flame-retardant fabric.
- Security Guard service during exhibit set-up and exhibit days.
- Daily cleaning of aisles in exhibit area.

An Exhibitor Service Kit containing literature and rates for all labor, services, electrical connections, furniture, and miscellaneous equipment will be provided exhibitors by the official decorating contractor, Levy Exposition Services, soon after space assignment has been confirmed.

Special Regulations
Subletting of Space — The subletting or assigning of space is prohibited. Two or more companies may not exhibit in a single space unless special arrangements have been made with the Exhibit Manager.

Fire Safety — All structural work, such as extra shelving, standards, display racks, signs, spotlights, etc., must be approved, and all decorations, drapery, and other fabrics must be flame-proofed before being used in decoration of any exhibit.

Conduct — Unethical conduct or infraction of rules on the part of the exhibitor or his or her representatives or both will subject the exhibitor or his or her representatives or both to dismissal from the exhibit hall. In this event, it is agreed no refund shall be made by the Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences and no demand for redress will be made by exhibitor or his or her representatives. Disregard for any rule stated here is considered just reason for the Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences to prohibit an exhibitor from attending all future activities.

Security and Liability
Security will be provided during non-exhibit hours. However, each exhibitor must make provision to safeguard his/her goods from the time they are placed in the exhibit area until they are removed by him/her.

The Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences, Anthony J. Jannetti, Inc., or the hotel will not be responsible for loss or damage due to any cause.

Space is leased with the understanding that the Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences, Anthony J. Jannetti, Inc., and the hotel will act for the exhibitor and his or her representative only in the capacity of agent, and not as principal; and that the Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences, Anthony J. Jannetti, Inc., and the hotel assume no liability whatsoever for damages, for any act of omission or commission in connection with said agency, and that the exhibitor and his or her representatives hereby release the Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences, Anthony J. Jannetti, Inc., and the hotel from any or all liability for loss ensuing from any cause whatsoever.

The rules and regulations are to be construed as part of all space contracts. The Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences reserves the right to interpret them as well as make final decisions on all points the rules and regulations do not specifically cover.

Hotel Accommodations
Information regarding hotel accommodations will be provided at the time space assignment is confirmed by the Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences. Exhibitors are reminded that hotel rooms are reserved on a first-come, first-served basis and should plan to make arrangements as early as possible.

No hotel accommodations will be made for non-exhibiting firms.

Hospitability suites for exhibitors will be available in a limited number. Requests should be made to Rick Gabler at Anthony J. Jannetti, Inc., 856-256-2314. Suites must not be open during exhibit hours or during educational sessions.

Shipping Instructions
The Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences has made arrangements on behalf of the exhibitors with the decorating/drayage firm to receive, store, and deliver exhibits directly to the Exhibit Hall on set-up day. All shipments must be consigned as follows:

TO: Exhibitor Name/Booth # _____
C/O Levy Exposition Services
94-164 Leokane St
Waipahu, Honolulu 96797

FOR: NAPNNC
Hilton Hawaiian Village
April 15-18

Exhibitors are encouraged to ship all displays to ensure arrival at least 2 weeks prior to installation date. All display material will be stored in the contractor’s warehouse for a period of 30 days as part of the official drayage service. Please do not send display material directly to the hotel.

Registration
All confirmed exhibitors will have the opportunity to preregister their personnel. It is to the exhibitor’s advantage to register early by e-mail so as to avoid delays onsite. Communications with reference to exhibit personnel preregistration should be sent to apnc_exhibits@ajj.com. The contact person for badge registration is Danielle Vellucci, 856-256-2342.

The official registration area will be open daily. All attendees will be required to register, and admission to the exhibits will be by badge only. A special exhibitor registration area will be provided.

Communications with reference to exhibits, or space assignments at the Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences should be addressed to:

Spring National Advanced Practice and Low Risk Neonatal Nurses Conferences
Danielle Vellucci, Marketing Coordinator
Anthony J. Jannetti, Inc.
East Holly Avenue/Box 56
Pittman, NJ 08071-0056
856-256-2342
FAX: 856-589-7463
Email: apnc_exhibits@ajj.com
**Exhibit Schedule**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>Tuesday, April 14</td>
<td>Exhibit Set-Up</td>
<td>1:00 pm – 6:00 pm</td>
</tr>
<tr>
<td>Wednesday, April 15</td>
<td>Exhibits Open/ Coffee &amp; Tea Service</td>
<td>7:00 am – 8:00 am</td>
</tr>
<tr>
<td></td>
<td>Exhibits Open/ Refreshment Break</td>
<td>10:00 am – 11:15 am</td>
</tr>
<tr>
<td>Thursday, April 16</td>
<td>Exhibits Open/ Coffee &amp; Tea Service</td>
<td>7:00 am – 8:00 am</td>
</tr>
<tr>
<td></td>
<td>Exhibits Open/ Refreshment Break</td>
<td>10:00 am – 11:00 am</td>
</tr>
<tr>
<td>Friday, April 17</td>
<td>Exhibits Open/ Coffee &amp; Tea Service</td>
<td>7:00 am – 8:00 am</td>
</tr>
<tr>
<td></td>
<td>Exhibits Open/ Refreshment Break</td>
<td>10:00 am – 11:00 am</td>
</tr>
<tr>
<td></td>
<td>Exhibitor Dismantling</td>
<td>11:00 am – 5:30 pm</td>
</tr>
</tbody>
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* Exhibit schedule and floorplan subject to change

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### Information for Exhibitors

**Exhibitor Information:**
- Exhibit Hall is carpeted
- All Booths are 8’ x 10’
- Drape Colors – Teal, White
- Ceiling Height – 19’4” to 10’

**Official Hotel:**
Hilton Hawaiian Village Waikiki Beach Resort  
1-808-949-4321  
Reservations: 1-800-445-8667

**Official Decorator:**
Levy Expo  
253-437-0031

**Exhibit Management:**
Anthony J. Jannetti, Inc.  
East Holly Avenue/Box 56  
Pitman, NJ 08071-0056  
856-256-2314  
FAX: 856-589-7463  
Rick Gabler  
rick.gabler@ajj.com

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**Spring National Advanced Practice & Low Risk Neonatal Nurses Conferences**  
April 15-18, 2020 | Honolulu, HI

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**BOOTH FEES:**  
$1,450 inline | $1,550 corner