

I have good news (but a few challenges....)



HiNZ CONFERENCE 2018
21-23 NOVEMBER 2018 \ Wellington



Hi <<First Name>>

The good news is... **We have a sell-out crowd of over 1130 delegates!**

We tried to close ticket sales last week after hitting venue capacity limits. My inbox then got flooded with latecomers, begging me for a delegate pass.

Some of them are VIPs you will want to meet.

So we released 70 additional tickets yesterday.

The bad news is... **We now have more people than seats.**

Which could cause grumpy delegates - unless I put a few limits on your session access to ensure that non-exhibitor delegates manage to get a seat in most of the sessions they wish to attend.

I assume you would prefer to have MORE customers (and a few rules), rather than less customers?

To keep our delegates (and your prospective customers) as happy as possible, I would appreciate your cooperation with these rules...

1. Exhibitors get access to sessions, if there is space.

There will be ushers at the door of each room checking badges. Exhibitors are asked to please wait outside until just prior to session start, before taking a seat. *(Remember we webcast every session - including the speaker Q&A - so you can watch anything you miss on your mobile or laptop within 24 hours.)* If you are speaking in session, then obviously this rule doesn't apply - tell the usher so they let you enter.

2. You get live-stream access to the Wednesday pm plenary session.

The plenary session is 2.45pm - 5.45pm on Wednesday 21 Nov, at the same time as exhibitor pack-in. If there are spare seats in the plenary hall at 2.45pm, you will be able to enter. If you don't get a seat, we will have live-stream LCD screens in room 10 and the foyer, for you to view. Or you can view it remotely

3. On Wednesday, all exhibitors enter via the loading dock

To minimise queues at the front-entrance, all exhibitors will enter via the loading dock when arriving for pack-in. You will collect your exhibitor badge at the loading dock, at the south end of the building. If possible, we recommend you pick up your badge on Wed morning to avoid queues. **Entry to the exhibition hall for pack-in opens at midday. The loading dock registration desk will be open on Wed from 8am to 5.30pm.** *(If you arrive outside these times, please come to the front desk to get your badge.)*

4. There is restricted access to the exhibition hall during pack-in. Booth

pack-in is midday to 5.30pm on Wednesday. You will be asked to read/sign a health & safety form and get a special wristband before you can enter the hall. *No wristband, no entry, no exceptions.* After 5.30pm Wednesday, wristbands are no longer required. The hall opens to all delegates at 5.45pm for the evening networking function.

5. Arrive at 5.30pm Wednesday if you don't need to be at your booth

during pack-in. Not every exhibitor needs to be in the hall during pack-in. If you have colleagues doing your booth set up, then pick up your delegate badge **from the front desk after 5.30pm Wednesday** - you will avoid health & safety induction. The exhibition opens to all delegates at 5.45pm Wednesday. The welcome function closes at 7.45pm. *(Remember you can watch the Wed afternoon keynotes from your mobile on live-stream.)*

To view the programme, use the conference app or [download it here](#).

To download the exhibition hall floorplan, go to the [exhibitor FAQ](#) page.

Thanks for your understanding as we juggle crowds this year. With a bit of patience, things will go smoothly. The good news is that next year's Hamilton venue has more seats and a much bigger exhibition hall. So capacity won't be a problem in 2019, and I won't have to send you a list of boring old rules again.

Questions or concerns? Email me on ceo@hinz.org.nz or reply to this email.

Thank you

Kim

Kim Mundell

CEO & Event Director

Health Informatics New Zealand

Tweet [#hinz2018](#)

Got a question?

Read the [exhibitor FAQ page](#) or email us at conference@hinz.org.nz

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