



Exhibitor & Sponsorship Prospectus

2022 PSHP Annual Assembly November 2-5, 2022

Sheraton Pittsburgh Hotel at Station Square
300 W Station Square Dr, Pittsburgh, PA 15219

The Annual Assembly consistently attracts health system pharmacists from across the state of Pennsylvania. We are expecting 250 attendees including Directors of Pharmacy, Supervisors, Assistant Directors, Staff Pharmacists, Clinical Coordinators, Clinical Pharmacists, Technicians and pharmaceutical organizations and companies. They will examine your products and services in the exhibit hall to help them make educated decisions in providing better and more up to date care in their pharmacy setting.

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Exhibitor and Sponsorship Opportunities

Exhibitor: \$2,500

Standard Exhibit Package:

- One (1) six foot clothed and skirted table.
- Two (2) chairs and a waste basket.
- Two (2) representatives who may participate in all CE sessions and receive CEs.
- Access to a 110 outlet and Wireless Internet.
- Listing of all attendees (pre and post meeting).
- Brand Recognition in PSHP Marketing online.
- Your logo displayed throughout the conference.
- Your logo included on PSHP's Annual Assembly website page.
- One (1) half page ad in conference program

Exhibit Package Tiers			
Type	Cost	Opportunities Included	Program Ads
Exhibit Package 1	\$2,500	<ul style="list-style-type: none"> • Standard Exhibit Package 	Half page
Exhibit Package 2	\$3,500	<ul style="list-style-type: none"> • Standard Exhibit Package • Access to Reverse Tradeshow* 	Half page
Exhibit Package 3 (SOLD OUT)	\$5,500	<ul style="list-style-type: none"> • Standard Exhibit Package • Access to Reverse Tradeshow* • Host Product Theater** 	Full page

Additional conference passes are available for \$200/person.

Reverse Tradeshow *2 hours of semi-private appointment with Directors of Pharmacy, buyers, and other decision makers.

Please Note: You are welcome to purchase additional conferences passes but only 2 representatives will be allowed in the reverse tradeshow.

Product Theater ** Product Theaters provide an opportunity for commercial organizations to present information about their products, services, or therapeutic areas to pharmacists attending the PSHP Annual Assembly. The material presented in Product Theaters may be promotional and may concentrate on a specific product. Therefore, these sessions are considered promotional and may not offer continuing pharmacy education credit. The sponsor or the sponsor's designated third-party meeting planning organization is responsible for all aspects associated with the planning, promotion, and management of the Product Theater **(LIMITED OPPORTUNITIES)**.

Sponsorship Add on Opportunities

Must purchase an exhibit package listed above to select these opportunities

***Custom Vendor Package are available!** If you would like a custom vendor package, please contact PSHP's Meeting Planner, Sara Aldrich at meetings@pshp.org

Lanyard Sponsor <i>(Exclusive Sponsorship)</i>	\$1,500	All conference attendee receives a lanyard for their name badge. Your company's logo and branding will be visible throughout the entire conference and beyond. PSHP will design and produce with your logo.
Snack Break Sponsor <i>(Limited Opportunities)</i>	\$1,750	Sponsor one of our snack breaks being offered at this meeting. Signage displayed during meal.
Lunch Meal Sponsor <i>(Limited Opportunities)</i>	\$2,500	Sponsor one of our lunches being offered during this meeting. Sponsor will receive an opportunity for a representative to welcome attendees to the meal function and provide a brief introduction. Signage displayed during meal.
Reception Sponsor <i>(Limited Opportunities)</i>	\$3,000	Sponsor the cocktail reception before the annual awards ceremony. Sponsor will receive an opportunity for a representative to welcome attendees to this function and provide a brief introduction. Signage displayed during meal.
Awards Ceremony Sponsor <i>(Limited Opportunities)</i>	\$4,000	Sponsor our annual Honors & Awards Dinner and Installation of New PSHP Board. Sponsor will receive an opportunity for a representative to welcome attendees to this function and provide a brief introduction. Signage displayed during meal.
Social Event Sponsor <i>(Exclusive Sponsorship)</i>	\$5,000	In light of PSHP's Annual Assembly going back to in-person, we invite all conference attendees to participate in an organized social event within the city of Pittsburgh. Sponsor will receive an opportunity for a representative to welcome attendees to this function and provide a brief introduction. Signage displayed during event and 2 complimentary tickets to attend.
Reception Following Reverse Tradeshow <i>(Limited Opportunities)</i>	\$2,750	PSHP will be hosting a cocktail reception following the reverse tradeshow. Sponsor will receive an opportunity for a representative to welcome attendees to this function and provide a brief introduction. Signage displayed during event
Promotional Item Given out to all attendees at registration <i>(Unlimited Opportunities)</i>	\$500	Supply a promotional item to be given out to all attendees at registration. Items must be feasible in size to fit within a standard tote bag. Recommended quantity will be sent to sponsors close to the start of this meeting.

SIGN UP TODAY

Exhibitor Space and Regulations

Exhibitor Attendees: All exhibitors receive two conference passes with a purchase of an exhibit booth. Additional passes can be purchased at any time. Exhibitors will receive instructions from PSHP Staff to register their exhibit staff passes in the general attendee registration.

Assignment of Exhibitor Space: Allocations of space for exhibitor booths will be made on a first come, first serve bases. PSHP reserves the right to change the assignment at their discretion.

Payment: There are two (2) options. Upon registering, you can pay via credit card while completing the transaction. If you opt to pay by check, payments must be made in full prior to the meeting and mailed to:

**PSHP
PO Box 277
Chalfont, PA 18914**

Cancellation or Withdrawal: An exhibitor may cancel and/or withdraw in writing no later than Friday, October 14, 2022. Cancellation will result in a cancellation penalty of \$500, which is to be retained by PSHP for administrative purposes. Any cancellations received after this date will not receive a refund. Your cancellation request must be sent in an email to Sara at meetings@pshp.org.

Occupancy of Space: Exhibition setup and tear down times will be sent from PSHP Staff closer to the start of this event.

Termination of the Contract: If the premises where the 2022 PSHP Annual Assembly is to take place is destroyed and/or damaged; the exhibition fails to take place as scheduled; the exhibition is rescheduled, interrupted, or discontinued; or, access to the premises is prevented due to any strike, lockout, injunction, act of war, act of God, or emergency declared by any government agency, this contract may be terminated by PSHP. In the event of such termination, the exhibitor waives any and all damages and claims for damages, and agrees that the sole liability of PSHP is to return the payment in full.

Exhibitor's Representative: Each exhibitor organization must have at least one (1) person acting as its representative with authorization to enter into service contracts necessary for the installation and removal of exhibits, and the provision for which each exhibitor is responsible. All materials placed within an exhibitor's booth are the responsibility of the exhibitor. The exhibitor agrees not to sublet any of their assigned space as provided. PSHP shall retain the right to prohibit any exhibitor or part of an exhibit that it does not deem suitable for the exhibition or in keeping in character with/for the purpose of this conference.

Liability & Insurance: Except to the degree of negligence and/or willful misconduct of PSHP, its authorized agents, and/or the Valley Forge Resort Casino, each exhibitor agrees to protect, save, or keep PSHP, its authorized agents, and the Valley Forge Resort Casino forever harmless from any damages or charges imposed for a violation of any law or ordinance by the negligence of the exhibitor, as well as strictly comply with the applicable terms and conditions contained in the agreement between the hotel, conference center, and PSHP regarding the exhibition premises. Further, the exhibitor shall, at all times, protect the Board of Directors for PSHP and its affiliates against and from any loss, damage, liability, or expense arising from the exhibitor's occupancy of the exhibit space. PSHP and its affiliates will exercise great care as to the protection of the exhibitor's property. However, by signing this contract, the exhibitor releases PSHP, its affiliates, the hotel, and the convention center from any liability.

Safety: Fire regulations require that all display material used for decoration be flame proof. All electrical equipment, including signage and lights, shall be in good condition and be able to pass inspection by the fire marshal. Use of flammable materials necessary to the exhibit, where no alternative can be used, must first be brought to the attention of PSHP 30 days prior to the event in writing.

Shipping: Exhibitors agree to ship at their own risk and expense property to be exhibited. All shipments must be prepaid. Exhibitor instructions will be sent to all participating exhibitors close to the start of this event.

Copyright Permission: Exhibitors represent and warrant that no work protected by copyright will be staged, produced, or otherwise performed without the expressed, written consent of the owner of the copyrighted material.

Miscellaneous Regulations: Exhibitors shall not foster or conduct outside activities which would take participants from the conference functions and/or exhibition during scheduled hours.

Specific Site Rules & Regulations: By registering for this event, the exhibitor agrees to all rules and regulations set forth by the Sheraton Pittsburgh Hotel at Station Square.

Amendments to Regulations: All matters not related or mentioned in these rules and regulations shall be the decision of PSHP. The aforementioned items covered in these rules and regulations may be changed at any time by PSHP in the interest of the conference.

Responsibility: It is the responsibility of the exhibitor to be fully familiar with these rules and regulations. PSHP reserves the right to refuse space to any potential exhibitor or advertiser.

Please e-mail Sara Aldrich meetings@pshp.org with any questions related to spacing or the conference.