



**Florida Health Care Activity Coordinators Association
Exhibitors and Sponsors Brochure**

45th Annual Conference



July 28th – 31st, 2019

FHCACA Appreciates ALL Our Exhibitors and Sponsors

Invitation for Exhibitors, One Business per Booth (No Exceptions)

Join the only statewide conference for Activity Professionals – The Florida Health Care Activity Coordinators Association 2019 Annual Conference in July at The Daytona Hilton Resort, Daytona Beach, Florida. This is the ideal platform for promoting and selling your company's products and services.

About FHCACA

FHCACA.org is the only state organization that represents activity professionals in all geriatric settings such as:

- Adult Day Care Services
- Assisted Living & Alzheimer's Facilities
- Rehabilitation Facilities
- Continuing Care Retirement Communities
- Senior Centers
- Long-Term Health Care Facilities
- Retirement and Independent Living Centers
- Other Related Settings

FHCACA.org is dedicated to serving its membership by providing for both personal and professional growth with continuing education from credentialed and qualified national, state and local instructors.



Conference Profile

FHCACA.org holds an annual conference offering educational seminars encompassing regulatory issues, professional development, innovative programming ideas cultural trends and integrating technology with programming. Participants will have the opportunity to network with activity professionals from around the state and vendors from around the country.

Who Should Exhibit or Participate

Vendors specializing in resources for Activity Professionals working with their population at all levels of abilities and those providing products for purchase as many attendees like to stock up on gifts for residents, volunteers and their staff as well as themselves. This would include but not be limited to:

Activity & Recreation Products
Art / Craft Suppliers
Book Companies
Clothing and Fashion Retailers
Consultants
Crafters & Artists
Dementia & Alzheimer's Products
Educational Product Retailers
Entertainers / Performers
Floral Arrangers

Food Services
Fund Raising Opportunities
Music Suppliers
Natural Product Retailers
Party Supply Retailers
Photographers
Publishers and Printers
Trophy & Plaque Retailers
Vendors of Technology Services /& Products
Writers

Booth Fees and Furnishings (One Business per Booth, NO Exceptions)

<u>Discount Fee (on or before June 1, 2019)</u>	<u>Regular Fee (After June 1, 2019)</u>
\$100.00	\$125.00

***Booth fee does not include conference registration or meals.*

Booth fee includes:

- One six foot skirted table
- Two Chairs
- One waste basket
- Recognition in conference printed materials
- Recognition in FHCACA Newsletter, post conference
- Complimentary business card blue page ad in the conference printed materials and on website
- Complimentary water stations in exhibit area

Electricity:

\$20.00 charge payable to FHCACA. This will be on a first come, first serve basis, as these booths are limited. The exhibitor is responsible for all electrical supplies.

**Any additional items including but not limited to telephone service, audio-visual service and additional booth furnishings are not included in the booth fee. The arrangements for such, and all costs incurred are the sole responsibility of the exhibitor.

Prizes and Prize Announcements

Attendees love to win prizes! All exhibitors are encouraged to feature drawings for door prizes at a value of \$25.00 or more at their booths. Exhibitors may collect business cards, names, or use forms. These drawings will be published in the conference printed materials and will enhance the visits to the Exhibitor Booths. Participating Exhibitors will be invited to present their prizes to the winners (must be present to win) and time to be determined thereby increasing the marketing potential of their prize / product.

Hotel Reservations

Reservations for the exhibitor's hotel stay need to be made directly with The Daytona Hilton Resort, Daytona Beach, Florida (000) 000-0000 . To get the reduced rate of \$122 a day the exhibitor must advise the hotel they are with FHCACA when making reservations. **The deadline is June 15, 2018. Hotel check-in time is 3:00 p.m. and check out time is 12 noon.**

Parking Fees

Parking fees for Exhibitors have been waived.

Exhibitors must advise attendant that you are with FHCACA when parking.



Rules and Regulations

Contract for Space

The application for exhibit space and these Rules and Regulations constitute a contract for the right to exhibit at the FHCACA 201- Annual Conference. The Exhibitor also agrees to comply with any rules and regulations of The Daytona Hilton Resort, Daytona Beach, Florida.

Payments & Refund Policy

Full payment for the exhibit space is due upon reserving the space and signing of the contract. If an exhibitor must cancel and a written letter of such notice is received on or before June 1, 2019, the exhibitor will be charged an administrative fee of \$50.00 and the balance of the booth fee will be refunded. No refunds will be issued after that date. **Exhibitors who purchase booth space after June 1, 2019 are not entitled to any refund.**

Size Limitations

Exhibits may not project beyond the space allotted and aisles must be kept clear for traffic. Exhibits shall not obstruct the view or interfere with traffic to exhibits of others.

Shipping and Packing

All shipments to The Daytona Hilton Resort, Daytona Beach, Florida arrive no earlier than three (3) days prior to the Exhibitor / Meeting set-up. **All packages must contain the group name (FHCACA), the hotel contact, and hotel guest to whom the package should be delivered and the date of the event.** The hotel will not assume responsibility for packages received or for damage or loss of merchandise or articles left in the hotel prior to, during, or post function.

Shipping Label Form

(The following information should be attached to each box or package shipped)

Your Name (or who will be on site)

**Your Company Name/ For FHCACA Conference
C/O The Daytona Hilton Resort
9700 International Drive
Orlando, FL 32819**

**Attn: Package Room / Convention Services Manger
Hold For: Company Name / FHCACA Conference
Delivery Destination (Meeting Room Name) & Date of Delivery**

Guest Package Rate Sheet

In/Outbound Packages

Inbound Shipments:

The Hotel's Package Room, maintained by the bell captain, is available for the receipt, holding and delivery of small packages to the guests in its sleeping rooms and meeting spaces. All inbound packages will be weighed upon arrival and handling charges will be assessed to the guest's room or master account when they are delivered. The Package Room is not available to store exhibits, Pallets or large crates. All packages must be pre-approved for delivery by the convention Services Manager. Due to limited storage, no shipment will be accepted earlier than three (3) days prior to the date required. A \$5.00 per box and \$50.00 per pallet will be incurred if shipping is received more than three days prior to conference.

Incoming materials will be assessed and charged

Box under 50 lbs.	\$10.00 per box
Box over 50 lbs.	\$20 per 50 lbs. plus \$.60 per each additional lb.

Master Account Authorized Signers will receive Two (2) Complimentary Inbound Boxes (under 50 lbs. each), with a maximum of four (4) Complimentary boxes per group

Pallet Charges

200 lbs. and less	\$100.00
201 lbs. to 400 lbs.	\$150.00
401 lbs. and more	\$200.00

Storage charges

Under 3 days	Complimentary
Over 3 days Box	\$5.00 per day
Pallet	\$50.00 per day

Internal Moving charges

Box	\$5.00 each
Pallet	\$50.00



Outbound Shipments: RICOH, the hotel's on-site business center, handles all outbound shipments; Charges can be applied to the guest rooms or Master Account.

Proudly The Daytona Hilton Resort is a smoke-free environment in all indoor public areas and guestrooms. In order to fully comply with the Florida Indoor Clean Air Act, as well as provide a refreshing, smoke free environment for our guest, The Daytona Hilton Resort is a non-smoking Hotel. Smoking areas are available outside the hotel. A \$350.00 cleaning fee will be applied to guest folios if the policy is not followed in the guestrooms. This is not the responsibility of FHCACA and will become yours if such an incident occurs.

Damage to Property

The exhibitor, its agents, guests and/or patrons shall not injure, mar, or in any manner deface the hotel premises or equipment therein, and shall not cause or permit anything to be done whereby the resort or its equipment shall be in any manner injured, marred, unduly soiled, defaced, lost, stolen or otherwise removed The Daytona Hilton Resort, Dayton Beach, Florida.

Nothing shall be posted on, nailed, screwed or otherwise attached to columns, walls, floors, furniture or other parts of the building. Anything in connection therewith necessary or proper for the protection of the building's equipment or furniture will be at the expense of the exhibitor. The hotel has the right to review and approve any advertisements or promotional materials.

Public Policy

All companies or individuals exhibiting at the 2019 Annual Conference are participating at the sole discretion of FHCACA and must abide by all local codes, rules, regulations and ordinances, including fire regulations, and must abide by the directions and instructions presented by FHCACA officials and The Daytona Hilton Resort, Dayton Beach, Florida personnel. The exhibitor understands that any violations of these policies may result in the immediate closing and removal of the exhibitor's booth.

Security and Liability

The exhibitor area will be secured when not in use by The Daytona Hilton Resort, Dayton Beach, Florida security, however, the exhibitor acknowledges that neither the hotel nor FHCACA can be responsible for the safekeeping of products, equipment, supplies, written materials or other valuable items left in exhibit areas or function rooms subject to hotel's liability under applicable law.

The exhibitor agrees to defend, indemnify and hold harmless the Florida Health Care Activity Coordinators Association and The Daytona Hilton Resort, Dayton Beach, Florida and their officers, directors, employees and agents from and against any action, losses, costs, damages, claims and expenses (including attorney's fees) arising from any damage to property or bodily injury to exhibitor, their agents, representatives, or employees by reason of the exhibitor's occupancy or use of the exhibition facilities.

Promotions

For those who are not able to attend the conference, we offer other ways in which you can take advantage of this excellent marketing opportunity. These include:

Table Display:

Informational tables in the exhibit area can display your complimentary catalogs, brochures, flyers, and business cards.

\$75.00 Discount Fee (must be received on or before June 1, 2019).

\$100.00 Regular Fee (if received after June 1, 2019).

Sponsorships

While we strive to continue to keep registration fees to a minimum to enable as many coordinators as possible to attend, it is increasingly difficult to cover extra conference expenses such as food and entertainment. It is for this reason that we seek your assistance. Becoming a sponsor is your chance to distinguish your company from others by supporting the Activity Profession's education and professional development. Sponsorship exemplifies your support and commitment thereby making a statement to all of the attendees. All sponsors will be recognized at the banquet, listed in the conference printed materials, and will have a business card ad in the FHCACA newsletter, post conference. Sponsors are available for ditty bags as well as supplies for such, the ice breaker party, education, the key note speaker, the awards banquet, meals, breaks, the annual meeting lunch, and audio visual equipment. If you would like to become a sponsor, contact **Marcia Hurn, Exhibit & Sponsor Chair, (386) 668-4426 or email mhurn@cfl.rr.com for more details.**

Advertisements

Our conference printed materials are distributed to all attendees and contain the conference schedule, education session descriptions and speaker biographies. All attendees use this as a guideline for the entire conference thereby lending itself to being an excellent way to market your goods and services. Your advertisement will be placed on website for one full year. You can visit our website by going to **FHCACA.org**

Advertisements are available for full, half and quarter page as well as business card size.

All artwork must be digitalized and sent to mhurn@cfl.rr.com. Faxed or copied advertisements cannot be used.

The deadline is June 1, 2019 and nothing will be accepted after that date. Please also include a hard copy of your business card when mailing your contract to.



Marcia Hurn
Exhibitor Chair
1320 8th Street
Orange City, FL 32763
(386) 668-4426
mhurn@cfl.rr.com

Exhibitors' Schedule

- Sunday, July 22, 2019 1:00 pm
- Exhibitor Check-in and set up.



Welcome to Daytona, FL

Daytona Beach is a city on Florida's Atlantic coast. It's known for Daytona International Speedway, which hosts February's iconic Daytona 500 NASCAR race. The beach has hard-packed sand where driving is permitted in designated areas. Near the boardwalk's rides and arcades, Daytona Beach Bandshell stages free summer concerts. Steps from the beach, Daytona Lagoon water park offers go-karts, laser tag and waterslides.

This is a Great website full of information on Daytona Beach: <https://www.DaytonaBeach.com>



Daytona Hilton Resort

Dayton Beach Official Website for all the happenings: <http://www.codb.us>

