



# ***NURSES: AGENTS OF CHANGE***



**2024 MICHIGAN CLINICAL NURSING  
CONFERENCE FOR HIV & STI CARE**

**JUNE 5, 2024**

**Bavarian Inn Lodge, Frankenmuth MI**

**EXHIBITOR INFORMATION**

# EXHIBITING OPPORTUNITIES

We invite you to become an exhibitor for the 2024 Michigan Clinical Nursing Conference for HIV and STI Care held on June 5, 2024.

The conference brings together local, regional, and national experts in HIV/STI care and prevention. We strive to maximize participant knowledge and skills; share best practices; and promote collaborative opportunities.

**EXHIBIT BOOTH  
\$250.00**

**NON-PROFIT  
\$100.00**

**FUNDED BY BHSP  
FREE**

## You Will Receive:

- (1) Table in the exhibitor area
- Sign with your organization name
- Ability to attend any of the sessions offered
- Networking with participants

## Exhibit Hours

The Exhibits will be accessible during the full conference. Exhibits will be open for live interaction throughout the agenda. It is recommended that booths be staffed during the break times.

## Setup

To ensure the best experience for exhibitors and attendees:

- Please send your booth materials for committee approval by Friday, May 3rd, 2024. Materials should be sent to Marcus Cooper at [MCooper1@mphi.org](mailto:MCooper1@mphi.org). We encourage your organization to incorporate fun and creative engagement strategies such as games, giveaways, and more.
- Access to exhibition area will begin Tuesday, June 4th, 2024, for setup.

## Exhibitor Check-In

All exhibitors must check-in at the exhibitor area before setting up their exhibit.

## Assignment of Space

You will receive approval to participate in the conference within five business days of receiving your application. Space will be assigned in the order in which registrations are received.

## Installation and Removal

The exhibit area will be open for installation on Tuesday, June 4th, and Wednesday, June 5th, All exhibits should be operational by 8:00 a.m. on Wednesday. Dismantling should not start before 3:00 p.m.

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## EXHIBITING OPPORTUNITIES (cont.)

### Shipping Materials

Arrangements and expenses for the shipment of materials is the responsibility of the exhibitor. The Bavarian Inn Lodge will accept shipments up to five (5) business days prior to the conference.

Contact Bavarian Inn Lodge at (989) 652-7200 for specific questions.

### Please Send Materials to:

Bavarian Inn Lodge  
1 Covered Bridge Ln,  
Frankenmuth, MI 48734

**Attn:** 2024 MDHHS Clinical Nursing Conference

**Holding for:** [INSERT THE VENDOR CONTACT NAME]

**Label Boxes:** 1 of 4, 2 of 4...

### Liability

MPHI assumes no responsibility for any loss, damage, or injury occurring to the exhibitor and/or their property.

**REGISTRATION DEADLINE:**  
**MAY 3, 2024**



## HOTEL ACCOMMODATIONS

Reservations can be made by calling the toll free number at 1-855-652-7200 and referencing your group name or number. Your group number is 13N7WJ. A credit card guarantee is required at the time a reservation is made at which time it will be charged for the first night's stay plus tax. The discounted overnight room rate is \$85.00.

Reservations should be made by May 3rd. Please be sure to let the hotel know that you are with the group id: #13N7WJ MDHHS - Clinical Nursing Conference

# SUBMISSION & PAYMENT

## Form Submission

The Exhibitor Registration form can be completed online by clicking the button below. To ensure inclusion in the conference marketing materials, your registration must be received by May 3, 2024.

Please contact Marcus Cooper with any questions at [MCooper1@mphi.org](mailto:MCooper1@mphi.org).

▶▶▶ [Click Here for Exhibitor Registration](#) ◀◀◀

## Payment Information

Fees for registration must be paid in full prior to the event date. Please note, there are no refunds for cancellations or no-shows. For questions regarding payment, please contact us at [eandreg@mphi.org](mailto:eandreg@mphi.org) or call (517) 324-8330.

### Paying by Credit Card

To pay via credit card please login to your account at [eventsquid.com](https://eventsquid.com). More information is included in your confirmation email.

Please note: in order to protect your data, we are unable to process credit card payments over the phone.

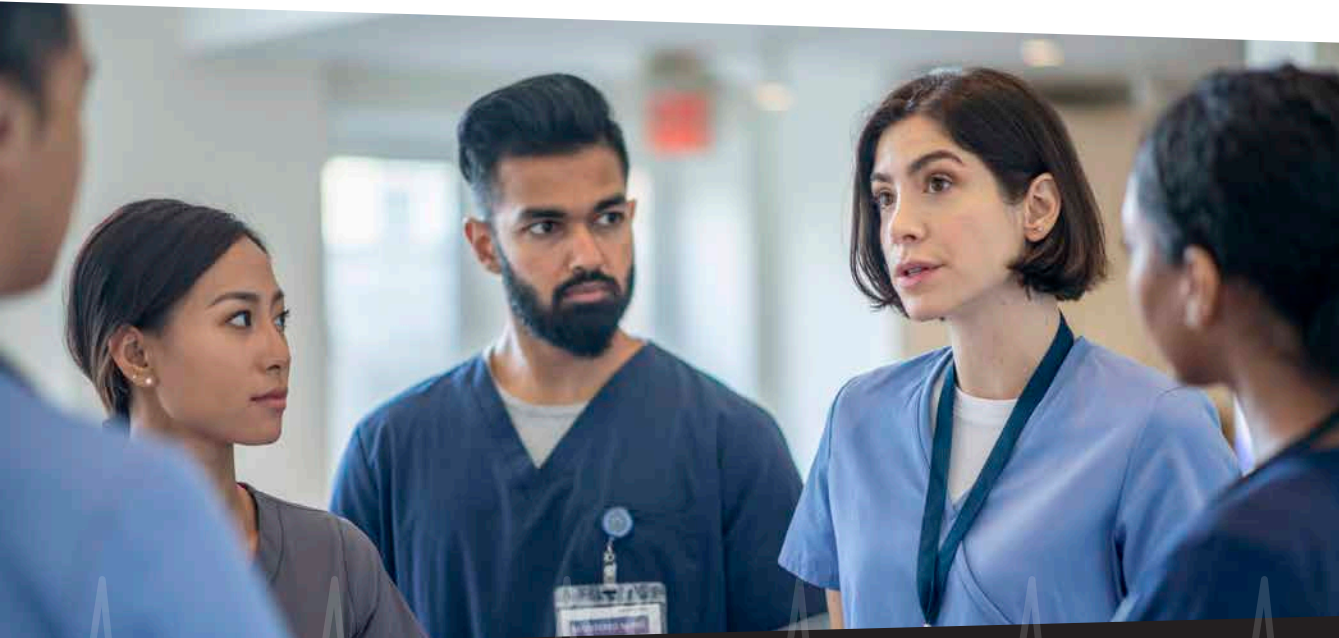
### Paying by Check

To make payments by check, make checks payable to **Michigan Public Health Institute**. Please note the HOST'S EIN/TAX ID and the CONFIRMATION NUMBER from the invoice on your check.

#### Mail to:

MPHI—HIV/STI Nursing Conference  
Attn: Accts Payable  
2436 Woodlake Circle, Suite 300  
Okemos, MI 48864

Please allow at least two weeks for the check to be received and processed. Once payment has been accepted you will receive a receipt of payment.



REGISTRATION DEADLINE:  
**MAY 3, 2024**

**QUESTIONS?**

Contact MPHI at (517) 324-8330