



Case Management Society of New England

74 Buckboard Rd., Duxbury, MA 02332

Tel: 603-329-7481

Federal Tax Identification: 04-3159207

Email: CMSNE@CMSNE.org Website: www.CMSNE.org

Dear Prospective Conference Exhibitor:

It doesn't seem possible, but CMSNE is celebrating its 30th annual conference, providing a high-quality educational conference to case managers in the New England area! Over the years, we have seen many changes within our profession, while also experiencing significant growth as a professional organization. Please join us to **Celebrate the Past, Clarify the Future: Advancing Authentic Professional Case Management - CMSNE 30th Annual Conference and Educational Forum**. This year's conference returns to the Southbridge Hotel & Conference Center, Southbridge, MA on October 1 & 2, 2019. It promises to be a great salute to our professional practice, as well as the milestone of our chapter's 30-year history of dedicated service to New England's case managers.

The success of our organization would only be possible with your generous support. This year, we offer new exhibitor booth options which provide for more contact and interaction opportunities between you and our attendees. Because this is a milestone year, we anticipate surpassing our 2018 conference registration of 275 Case Management professionals and 50 exhibitors.

There are many ways in which you may participate in our conference, including:

- networking with attendees from your Exhibition Hall booth.
- providing an unrestricted educational grant.
- sponsoring an educational program.
- sponsoring a popular conference memento - our official tote bag or water bottle.

Foyer booth - 2 Days	Foyer booth - 1 Day	Hall booth - 1 Day
Diamond Champion *offers maximum exposure*	Ruby Advocate	Sapphire Supporter
October 1 & 2	October 1 only	October 1 only

This year's conference is highlighted by our 30th Anniversary Reception being held on Tuesday, October 1, 2:30 - 3:45 pm in the Foyer area. This offers another great opportunity for celebration and interaction with attendees. The enclosed literature details all benefits of sponsorship. All income related to the sponsorship of CMSNE Conference booths or giveaways are applied directly to the expense of the conference and are not associated with the provision of continuing education units.

Once again, we are pleased to feature the SER Exhibition Services to support all your conference booth needs.

Please contact Maureen Ferguson to discuss supporting our 30th Annual conference. We look forward to hearing from you and knowing that we can count on your support.

Sincerely yours,

The 2019 CMSNE Annual Conference Committee

EXHIBITOR PROSPECTUS

***The Case Management Society
of New England's 30th Annual Conference***

***Celebrate the Past, Clarify the Future:
Advancing Authentic Professional
Case Management***



***Tuesday, October 1 &
Wednesday, October 2, 2019
Southbridge Hotel & Conference Center,
Southbridge, MA***

EXHIBITOR FORMAT AND FEES

****NEW THIS YEAR**** 3 Exhibiting opportunities are available for your consideration. Booths located in the conference center foyer are open for both conference days (Tuesday and Wednesday) or on Tuesday only. Booths located in the conference center's Exhibition Hall are only open on Tuesday.

All booth measures 8' x 8' and the booth package includes; 8' high back wall and 3' high side drape, one 6' skirted table, two folding chairs and a 7" x 44" ID sign. On-site services are coordinated by SER Exposition Services (SER). Prime exposure booths are identified with an "P" on the floor plan.

Foyer Booth – Both days	Foyer Booth – First Day Only	Exhibit Hall – First Day Only
\$1450⁺	\$1250⁺	\$950 ⁺ / \$850 ⁺
7am – 3:45pm (Day 1) 7am – 12:15pm (Day 2)	7am – 3:45pm (Day 1)	7am – 3:45pm (Day 1)
Diamond Champion	Ruby Advocate	Sapphire Supporter
+ All booths subject to a \$100 pipe & drape surcharge		

Please note: Two exhibit hall passes with luncheon tickets are included with each 8'x8' booth reservation. Only the two individuals registered from your company with proper conference identification are entitled to participate in meal functions. If you plan to have more than two representatives at your booth, you may purchase additional exhibit hall/luncheon tickets at the rate of \$125 per person for the day. Company representatives wishing to attend educational sessions and receive contact hours must register for the conference, full conference registrations are available for the rate of \$225. Each exhibit booth receives a conference agenda and attendee list at onsite registration. Non-registered company representatives may man the booth, but company provided ID's are MANDATORY - these individuals are not eligible for any meal event.

CONFERENCE ITEMS and EVENT GRANTS

- \$1000 **Conference tote bag** sponsorship includes your company name/logo on a tote bag and a full color recognition poster displayed prominently at the conference. (limited to 3 sponsors) **(Commitment required by 7/30/19)**
- ~~\$1500 **Conference Water Bottle with Diffuser** with your company name/logo on it and a full color recognition poster displayed prominently at the conference. (limited to 1 sponsor) **(Commitment required by 7/30/19)**~~
- ~~\$1500 **Thermal lunch bag for 10/2 box lunch** with your company name/logo on it and a full color recognition poster displayed prominently at the conference. (limited to 1 sponsor) **(Commitment required by 7/30/19)**~~
- \$500 **30th Anniversary Celebration 10/1/19** - 8 PM and a full color recognition poster displayed prominently at the conference. (limited to 2 sponsors) **(Commitment required by 7/30/19)**
- \$750 **Morning or afternoon break sponsorship 10/1/19** - includes signage at the break area and a full color recognition poster displayed prominently at the conference. (limited to 2 sponsors one for each session) **(Commitment required by 7/30/19)**
- \$500 **30th Anniversary Celebration Get Together 10/1/19** - 8 PM entertainment and networking event - a full color recognition poster displayed prominently at the conference. (limited to 2 sponsors) **(Commitment required by 7/30/19)**
- \$500 **Unrestricted grant.** A full color recognition poster displayed prominently at the conference. **(Commitment required by 8/15/19)**
- \$500 **Sponsored Educational Breakfast Session** - sponsor provides speaker and continuing educations credits - anticipate 30-50 attendees - contact chapter office for availability. **(Commitment required by 7/1/19)**

Please complete in full the enclosed Contract Agreement to Exhibit form. Make your check payable to CMSNE and mail to:

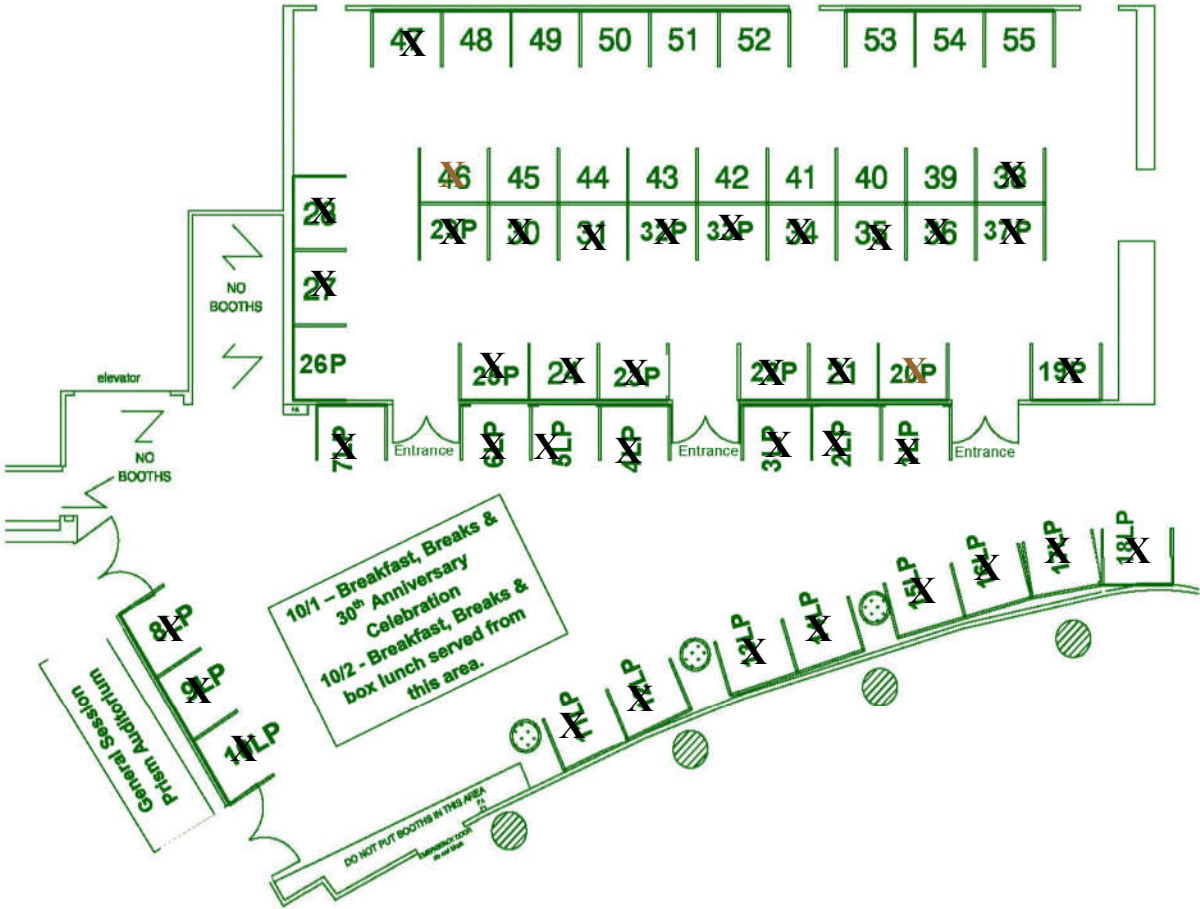
Case Management Society of New England
74 Buckboard Rd., Duxbury, MA 02332
 E-mail CMSNE@CMSNE.org or call 603-329-7481 for more information.

CMSNE accepts unrestricted educational grants to sponsor specific conference expenses. All grants will be acknowledged based on the level of contribution. The following is a breakdown of the levels of contribution and the associated benefits:

Southbridge Hotel & Conference Center, Southbridge, MA Floor Plan

APPLICATION AND SPACE ASSIGNMENT

Space commitments are recorded in order of payment received date. Booth selection is on a first come, first serve basis. Preference is given to CMSNE Corporate Sponsors and to those who have previously exhibited at CMSNE conferences. CMSNE reserves the right to exercise sole discretion in the acceptance or refusal of applications for booth space. **YES - We accept credit cards payment for booths and sponsorships.**



LP = Prime Foyer booths beside booth #
P = Prime Hall booths beside booth #
X = Booth no longer available

Exhibitor Face Time
2 Day Foyer - Diamond Champion = 6.5 hours
1 Day Foyer (10/1) - Ruby Advocate = 3.5 hours
1 Day Hall (10/1) - Sapphire Supporter = 3.5 hours
Vendor Networking Luncheon = 1.25 hours

2019 SCHEDULE OF CONFERENCE EVENTS

Preconference - Monday, September 30, 2019

- 5:00p Exhibitor Move in
5:00 - 8:00p Pre-conference Registration

Day 1 - Tuesday, October 1, 2019

6:00a	Exhibitor Move in
7:00 - 8:00a	Registration - Foyer and Hall Exhibitors- Breakfast
8:00 - 8:30a	Welcome - Announcements - President's address - CMOY/AOSE Presentation
8:30 - 9:45a	General Session 1
9:45 - 10:45a	Break - Poster Sessions - Foyer and Hall Exhibitors
10:45a - 12:00p	Breakout Session 1
12:00 - 1:15p	Lunch Break - Poster Sessions - Foyer and Hall Exhibitors- Vendor Networking at Lunch
1:15 - 2:30p	Breakout Session 2
2:30 - 3:45p	Poster Sessions - Foyer and Hall Exhibitors - 30th Anniversary Celebration - Foyer
3:45 - 5:00p	General Session #2
5:15 - 7:45p	Post conference educational dinner program

Day 2 - Wednesday, October 2, 2019

6:00 - 7:30a	Pre-conference CEU Special Session (breakfast)
7:00 - 8:00a	Registration - Foyer Exhibitors Only - Breakfast
8:00 - 8:15a	Welcome - Announcements
8:15 - 9:45a	General Session #3
9:45 - 10:30a	Break - Poster Sessions - Foyer Exhibitors Only
10:30a - 11:45a	Breakout Session 3
11:45 - 12:15p	Break - Poster Sessions - Foyer Exhibitors Only - Box Lunch Pick Up
12:15 - 1:30p	Breakout Session 4 - working lunch
1:35 - 2:50p	General Session 4
2:50 - 3:00p	Closing Remarks

CONTRACT AGREEMENT TO EXHIBIT and/or SPONSORSHIP OF EVENT

Exhibit Days, October 1 & October 2, 2019, Southbridge Convention Center, Southbridge, MA
Please reserve space for our exhibit at CMSNE's Thirtieth Annual Conference. If our choice space has been allocated, we request CMSNE to assign what is considered best available space. We understand that this application becomes a contract when signed by us and accepted by CMSNE. Whenever possible, CMSNE will assign your first choice.

EXHIBITOR INFORMATION (Please print or type)

1 st Choice _____	2 day FOYER Prime Booth \$1450 (10/1 & 2)	\$ _____
	1 day FOYER Prime Booth \$1250 (10/1 ONLY)	\$ _____
	1 day HALL Prime Booth \$950 (10/1 ONLY) OR	\$ _____
	1 day HALL Standard Booth \$850 (10/1 ONLY)	\$ _____
	Pipe & Drape (required of all exhibitors)	\$ <u>100.00</u>
2 nd Choice _____	Additional Exhibit Hall/Luncheon registrations (\$125)	\$ _____
	Full conference registration (CEU attendees \$225)	\$ _____
	Grant Sponsorship (call CMSNE Office)	\$ _____
	Total Amount Enclosed	\$ _____

Full payment of the booth is required with application to guarantee booth assignment. Application must be submitted by August 15, 2019. CMSNE Federal Tax Identification #04-3159207. Upon receipt of your exhibitor contract, confirmation will be forwarded to SER Exposition Services who will send you an event service manual providing additional information for your exhibiting needs.

CONFERENCE ITEMS and EVENT GRANTS

CMSNE accepts unrestricted educational grants to help offset specific conference expenses. All grants will be acknowledged based on the level of contribution. The following is a list of the levels of support and the associated benefits:

Please choose a sponsorship opportunity:

\$1000	Conference tote bag sponsorship includes your company name/logo on a tote bag and a full color recognition poster displayed prominently at the conference. (limited to 3 sponsors) *
\$1500	Conference Water Bottle with Diffuser with your company name/logo on it and a full color recognition poster displayed prominently at the conference. (limited to 1 sponsor) *
\$1500	Thermal lunch bag for 10/2 box lunch with your company name/logo on it and a full color recognition poster displayed prominently at the conference. (limited to 1 sponsor) *
\$500	30th Anniversary Reception 10/1/19 - 2:30 PM - help support the anniversary snacks and beverages - a full color recognition poster displayed prominently at the conference. (limited to 2 sponsors) *
\$750	Morning or afternoon break sponsorship 10/1/19 - includes signage at the break area and a full color recognition poster displayed prominently at the conference. (limited to 2 sponsors one for each session) *
\$500	30th Anniversary Celebration Get Together 10/1/19 - 8 PM entertainment and networking event - a full color recognition poster displayed prominently at the conference. (limited to 2 sponsors) *
\$500	Unrestricted grant. A full color recognition poster displayed prominently at the conference. +
\$500	Sponsored Educational Breakfast Session - sponsor provides speaker and continuing educations credits - anticipate 30-50 attendees - contact chapter office for availability. (7/1/18)

Please note * = Commitment required by July 30, 2019. + = Commitment required by August 15, 2019.

Acknowledgement of all sponsorships will be made in the conference literature and at designated times during the conference.

Please call the chapter office to verify the availability of your desired sponsorship at 603-329-7481.

PLEASE COMPLETE YOUR EXHIBITOR REGISTRATION ON NEXT PAGE.

Provide the following information on how your company will appear in conference syllabus:

Name of Company: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Contact Name: _____ Title: _____
Telephone: _____ FAX: _____
E-mail: _____ Website: _____
Any special onsite needs that CMSNE should be aware of: _____

Credit Card Payment Information: V, MC, AMEX, Discover

Card #: _____ Expiration Date: _____ Security Code: _____
Name as it appears on the Card: _____ Total Amt to be Charged: _____
Billing address for the credit card (if different from above):
Address: _____
City: _____ State: _____ Zip Code: _____

PLEASE NOTE ALL PAYMENTS MUST BE RECEIVED PRIOR TO CONFERENCE. IF EMAILING APPLICATION DO NOT INCLUDE CREDIT CARD INFORMATION - CALL CHAPTER OFFICE WITH INFORMATION.

*****PLEASE INCLUDE A DESCRIPTION OF YOUR COMPANY'S PRODUCTS AND/OR SERVICES ON SEPARATE ATTACHMENT (50 WORD MAX)**

Signature Company Representative

Date

EXHIBIT HALL INITIATIVE

Check off if you wish to participate in the Exhibitor CEU initiative. YES ___ NO ___

Please fill in your CE educational objective and the correct response. In order to process continuing education applications, this is required by 8/30/19:

Objective:

Answer:

