



EXHIBITORS REGISTRATION ANNUAL CONFERENCE AND TRADE SHOW

Franklin Marriot Cool Springs | Franklin, TN • July 29-31, 2019

Register no later than **June 28** by returning the form below.

Business partners use the following PROMO CODES to receive member discount:
Platinum and Gold Partners: "Booth" | Silver and Bronze Business Partners: "Member"
 Applicable business membership dues, contract, and additional ticket fees must be paid in full.

COMPANY INFORMATION:

Date: _____ LeadingAge Tennessee Member: Yes No

Company Name: _____

Address (please, no P.O. Box): _____

City: _____ State: _____ Zip: _____ County: _____

Company Telephone(s): _____ Fax: _____

Website: _____

Trade Show Key Contact: _____ Title: _____

Email: _____ Telephone: _____
 (Note: Key Contact will receive all communications going forward.)

25 word description of products or services offered or send attachment:

BOOTH REPRESENTATIVES:

Two Booth representatives are included with each exhibit booth registration. ****Limit: 4 representatives per booth****
Additional booth representatives may be added for an additional \$100.

Please list name and title for each booth rep.

1. Name: _____ 3. Name (\$100 fee): _____

2. Name: _____ 4. Name (\$100 fee): _____

Select your options below and calculate total payment

BOOTH PRICES:	Exhibitor Booth Registration Fee Subtotal	<input type="text"/>
Member <input type="checkbox"/> \$600	Additional Booth Rep.	<input type="text"/>
Non-Member <input type="checkbox"/> \$1,000	Buyers Mtg.	<input type="text"/>
	Exhibitor Total	<input type="text"/>

EXHIBITOR AGREEMENT:

READ CAREFULLY BEFORE SIGNING BELOW TO VALIDATE REGISTRATION.

Booth assignments will not be made until both the signed contract and required full payment are received. Booths must be paid in full at the time of registration. If assigned space is canceled or reduced by the exhibitor before June 1, 2019, \$25% (twenty-five percent) of the total cost will be retained by LeadingAge Tennessee. If assigned space is canceled or reduced by the exhibitor after June 1, 2019, all monies paid will be retained by LeadingAge Tennessee. by signing below, I agree to the conditions noted above and the Exhibit Terms and Conditions.

Signature (Required): _____ Date: _____

SUBMIT PAYMENT:

Keep a copy of this document for your records. Upon receipt of payment. LeadingAge Tennessee will email registration and payment details.

Check One: VISA MasterCard American Express Discover

Name on card (please print): _____

Expiration Date: _____ 3 Digit Security Code Number on Back of Card: _____

Cardholders Signature (required): _____

Date: _____ Amount to charge at time of registration: _____

Pay by Check: Mail completed registration form with full payment to:
 LeadingAge Tennessee
 P.O. Box 14638, Knoxville, TN 37914

For LeadingAge Tennessee Use Only

Date Received: _____
 Amount: _____
 Check No: _____



2019 Annual Meeting & Vendor Showcase

Franklin Marriot Cool Springs | Franklin, TN
 July 29-31, 2019



Reserve your 2019 Exhibit Booth Today!

The LeadingAge Tennessee Annual Conference attracts leadership from across the state's continuum of aging services and provides face time with a targeted group of executives who make the business decisions for their organizations.

An intimate event of professionals, the trade show gives you the chance

to demonstrate your solutions to executives' top challenges. This is your opportunity to share products and services.

The Vendor Showcase will be held in the adjacent ballroom at specific hours to maximize opportunities for exposure and allow vendor flexibility.

Table-top booths available. Vendor categories will be limited to provide a variety of products and services. Priority will be given to business partners and made on a first-come, first-served basis.

Want uninterrupted time with qualified buyers?

Let us arrange Hosted Buyer Meetings for you! The hosted buyer model has become increasingly popular in the exhibitor industry. LeadingAge Tennessee 2019 Annual Meeting & Exhibition will introduce the hosted buyer program to drive/ increase provider attendance, and equally important, create more value for exhibitors. Pre-arranged 15-minute meetings with qualified buyers of your product/ service category are scheduled on your behalf during expo hours. Private meeting areas will be available for your scheduled meetings and you will be notified one week in advance of the conference of your appointment schedule. This will be open to exhibitors only for an extra cost of \$150/meeting. Participation space for this first time event will be limited.

Booth Information

PRICE	RENTAL INCLUDES	
LeadingAge Tennessee Business Partners	• Event registration for 2 representatives	• Access to all educational sessions
• \$600 -OR- Complimentary for Platinum and Gold Business Partners	• Three hours of dedicated time to include reception and trade show lunch	• Listing and product description in the conference packet
Prospective Partner	• 6' draped table and chairs	
• \$1,000	• Conference Attendee List	

Who is LeadingAge Tennessee?

The **Premier Organization** representing the continuum of aging services in Tennessee.

Your Voice on Advocacy Issues for CCRCs/LPCs, affordable housing, assisted living, and nursing homes.

A **Forward-Thinking Leader** dedicated to making Tennessee a better place to grow old.

Your source for **First-Rate Professional Development** offering unrivaled

opportunities for continuing education through cutting-edge conferences, seminars and workshops.

An **Extensive Network** of peers that provides healthy, affordable, and ethical aging services.

The **Link** connecting providers and business partners to improve the quality of aging services.

Visionaries creating the future of aging services in Tennessee.

LeadingAge Tennessee members include:

- Nursing Homes
- Hospital-based and free standing skilled nursing facilities
- CCRCs/LPCs
- Assisted Care Living Facilities
- Residential homes for the aged
- Senior Housing
- HUD Housing
- Agencies serving the senior adult

2019 Vendor Schedule

Preferred Set-Up Time

Monday, July 29
2:30pm-4:30pm

Tuesday, July 30
8:30am-11:30am

Welcome Reception in Exhibit Hall

Monday, July 29
4:30-6:00pm

Trade Show Luncheon

Tuesday, July 30
12:00pm-2:00pm

Lunch served inside hall

Breakdown

Tuesday, July 30
2:00pm-4:00pm

All times in Central Standard Time

Contact Information

Show Sponsor

LeadingAge Tennessee
Contact: Gwyn Earl
(865) 748-4932
gwyn@leadingagetn.org

Conference Venue

Franklin Marriott Cool Springs
700 Cool Springs Blvd.
Franklin, TN 37067
1-800-228-9290 or (615) 261-6100

Reserve your room at the Franklin Marriott by July 15th to received the conference rate of \$169/night.



2019 Exhibit Rules and Regulations

1. EXHIBIT SPECIFICATIONS AND EQUIPMENT

Included in this application packet is a floor plan of the exhibit hall. Included in your booth rental fee will be one 6' long skirted table, a booth identification sign and two chairs. Exhibitors may not use aisles or common areas as part of their exhibit.

Exhibit Manager reserves the right to place tables and other displays in aisles and common areas.

ELECTRICAL REQUESTS AND ANY RELATED REQUIRED FORMS AND PAYMENTS ARE TO BE ARRANGED DIRECTLY WITH FRANKLIN MARRIOTT COOL SPRINGS.

All exhibits should be installed and ready for show opening by **12:00pm** Tuesday, July 30. Exhibits must be dismantled and cleared by 4:00 the same day. Exhibits are not to be dismantled prior to 2:00pm unless directed by LeadingAge Tennessee's Exhibit Manager.

2. EXHIBITOR PERSONNEL

During exhibit hours, a representative from the exhibiting firm **must be present** at the booth at all times. Exhibit booth fees allow for two (2) exhibitors to participate in all events listed in the schedule above.

Additional representatives from the exhibiting company will be required to purchase additional tickets for vendor related functions.

3. CANCELLATION/ WITHDRAWAL

The exhibitor shall give LeadingAge Tennessee written notice of intent to cancel. A cancellation fee of twenty-five percent (25%) of booth rental will apply to all cancellations received prior to June 1, 2019. After this date, no refunds will be made. **This clause will be strictly adhered to.**

4. INSURANCE

If insurance is desired, the purchase is the sole responsibility of the exhibitor.

5. HOLD HARMLESS CLAUSE

The exhibitor assumes the entire responsibility for losses, damages, and claims arising out of injury or damage to the exhibitor's displays, equipment, or other property brought upon the premises of the hotel and shall indemnify and hold harmless Franklin Marriott Cool Springs and LeadingAge Tennessee and their agents and employees from any such losses, damages and claims.

Exhibitors will be responsible for any damage caused by the exhibitor to the exhibition premises.

6. OBSERVANCE OF LAWS AND SAFETY CODES

Exhibitors shall comply with all federal, state and local laws. All exhibitors must comply with local authorities regarding safety and fire regulations. Questions regarding fire and safety and use of cooking elements should be directed to the Exhibit Manager.

7. OTHER REGULATIONS

LeadingAge Tennessee reserves the right to accept or reject any application for booth space at the 2019 Annual Conference. All of the above rules and regulations are to be construed as part of all booth applications. All matters and questions not covered by the regulations set forth will be decided by LeadingAge Tennessee's Exhibit Manager.

8. BOOTH ASSIGNMENTS

Booth assignments are made on a first come, first served basis. Assignments will be confirmed starting in May. In the event that preferred booth choices are not available, Exhibit Manager will select the best available booth possible.