



IHCA Workshop

Information and FAQ's

EVENT	2018 Winter Workshop & Legislative Lunch
DATE	Tuesday, February 13, 2018
LOCATION	Boise Centre 850 W. Front Street Boise, ID 83702
HOTEL ACCOMMODATIONS	See "Hotel" tab on our website: http://www.idhca.org/events/2018-winter-workshop-legislative-luncheon-2-2/
PARKING INFORMATION	On our web-site
EXHIBITOR FEES	Non-Associate Member - \$600.00 Associate Member - \$400.00 Gold Member - \$300.00 Platinum Partner - NO CHARGE *** 2 Representatives allowed with each exhibit*** If the Rep desires CEUs, a separate registration fee is due.
SESSION AGENDA	Visit our website for the latest information: http://www.idhca.org/events/2018-winter-workshop-legislative-luncheon-2-2/
TRACK HOST	Interested in being a TRACK host? Please contact monica@idhca.org You would introduce yourself to the group & the speakers, for the day. No additional charge to you!
FAQ's	
• Number of attendees expected	250 - 300 (based on previous attendance)
• Target audience for workshop	Medical Directors, SNF, AL, ICF/DD, Nutrition, Activity Directors
• Exhibitor fee includes:	(1) 6-8' draped table, (1) chair, electrical access if needed and requested, organization listing in all promotional materials given to attendees. <i>*Tables are assigned by IHCA upon arrival at location.</i>
• Exhibitor displays	You will need to provide your own sign and exhibit materials. *Only tabletop displays will be allowed due to space restraints of location.
• Shipping of exhibit materials	Exhibit materials may be shipped to the Boise Centre, addressed to yourself no more than 72 hours prior. <i>*IHCA will not be responsible for tracking or finding your deliveries.</i>
• Exhibitor set-up time	Arrive as after 6:15 am to have your display set up by 7:30am. The majority of exhibit visits take place during the check-in/registration hour & the lunch break (11:45am-1:15pm).
• Registration & exhibits open to attendees	<i>Starting at 7:30 am</i>
• Attendee sessions	<i>8:30 am – 4:45 pm, (15 min. break between sessions)</i>
• Exhibitor drawings	<i>Following Foundation Basket Raffle @ 4:45pm</i>
• Exhibitor tear-down	<i>After 4:45 pm</i>
Still have Questions?	Contact Monica Perry, monica@idhca.org phone 208-343-9735

