



IHCA Workshop
Information and FAQ's

EVENT	2020 Spring Workshop
DATE	Friday, April 24, 2020
LOCATION	Sun Valley Resort 1 Sun Valley Road Sun Valley, ID 83353
HOTEL ACCOMMODATIONS	Great rate: \$139/night + resort fee & room tax! See "Hotel" tab on our website: http://www.idhca.org/events/2020-ihca-spring-workshop-2/
PARKING INFORMATION	Free parking
EXHIBITOR FEES LUNCH INCLUDED We MUST receive payment prior to the Workshop.	Non-Associate Member - \$600.00 Associate Member - \$350.00 Gold Member - \$300.00 Platinum Partner - NO CHARGE ***2 Representatives allowed with each exhibit***
SESSION AGENDA	Visit our website for the latest information http://www.idhca.org/events/2020-ihca-spring-workshop-2/
ROOM 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	125 (based on previous attendance)
• Target audience for workshop	SNF, AL, ICF/ID, Home Health, Hospice, Home Care
• Exhibitor fee includes:	(1) 6' draped table, (1) chair, electrical access if needed and <u>requested</u> , Organization listing in on-site agenda 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	If you need to ship exhibit material, more information to follow. Items should be addressed ATTN: 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 early as you need in order to have your display set up by 7:00am. The majority of exhibit visits take place during the check-in/registration hour & the lunch break (11:30am – 12:30pm).
• Check-in & exhibits open to attendees	Starting at 7:00 am
• Attendee sessions	8:00 am – 4:00 pm, (15 min. break between sessions)
• Exhibitor & Foundation Basket Raffle	4:00 pm
• Exhibitor tear-down	2:30 pm - 4:15 pm
Still have Questions?	Contact Monica Perry, monica@idhca.org phone 208-343-9735

