

Sponsor & Vendor  
Information & Registration

# Setting the Pace 2025

April 30 - May 1, 2025  
Saratoga Springs, NY



# ENA<sup>TM</sup>

New York State Council



New York State Emergency Nurses Association  
214 Kent Ave. #256 • Endwell, NY 13760  
[www.nysena.org](http://www.nysena.org)

# We Invite You!

The New York State Emergency Nurses Association would like to invite you to participate by exhibiting at our Annual Conference on April 30, 8p-10p and May 1, 7a-3p in Saratoga Springs, NY.

The NYSENA Annual Conference attracts hundreds of emergency nurses, flight nurses, nurse practitioners, nurse educators, and nurse managers from across New York State.

The NYSENA provides expert presentations on current, practical, and clinically oriented evidence-based practice information. As Emergency Nursing changes, we as professionals must challenge ourselves as well!

You won't want to miss out on this great opportunity to promote your products and network with these incredible emergency nursing professionals. Exhibitors play a vital role in the success of the conference, and past participation and support at our conference has proven to be a mutually rewarding experience for the organization and exhibitors. We look forward to seeing you at the Holiday Inn in Saratoga Springs, NY.

Sincerely,

Maryanne Portoro, Exhibitor Chairperson  
214 Kent Ave. #256  
Endwell, NY 13760  
[exhibitors@nysena.org](mailto:exhibitors@nysena.org)  
844-469-7362

# Exhibitor Information

## Conditions of Eligibility:

The New York Emergency Nurses (NYSENA) reserves the right to determine the eligibility of any company wishing to support or exhibit. The NYSENA may deny or revoke eligibility based on a violation of any policy set forth in these terms and conditions or for any action determined by the NYSENA to detract from the objectives of the conference.

**Fees:** Payment in full is required no later than April 18, 2025, unless other arrangements have been made and approved by the NYSENA. Failure to make payment by April 18th may result in forfeiture of exhibitor registration and booth space at the event.

**Cancellation of Exposition:** It is mutually agreed that in the event of cancellation of the NYSENA 's Setting the Pace Conference in Saratoga Springs, NY; as a result of strikes, governmental regulations, or other causes beyond our control which would prevent its scheduled opening or continuance, this agreement will be terminated immediately, and the NYSENA shall determine in its sole discretion any refund of such portion of the exhibit fees as is possible, after due consideration of expenditures and commitments already made.

**Booth Space within the Holiday Inn Exhibit Hall includes:** 1 Eight Foot Long Table, 1 Table Drape, and 2 Chairs Note: Exhibitors are responsible for supplying their own electrical cords and connections.

**Cancellations:** Refunds will be granted, less a 25% processing fee for cancellations. All refunds must be requested in writing and postmarked on or before April 1, 2025. No refunds will be granted for exhibit space after April 1, 2025.

**Space Assignments:** Space will be assigned according to the date of application and full payment received by Exhibitor Coordinator. Every effort will be made not to assign competitors to adjacent spaces, however, due to limited space this is not guaranteed. The NYSENA reserves the right to rearrange exhibits or adjust the floor plan to accommodate the best interests of the NYSENA Setting the Pace Conference. Please notify Exhibitor Coordinator of any electrical outlet needs prior to the conference, so that assigned spaces near outlets can be planned accordingly. Hall space may be used.

**Setup and Exposure:** The exhibit hall will open for exhibitor registration and setup on April 30th from 6:00 PM to 8:00 PM. Staff will be available for direction. There will be time set aside for attendees to mingle with the exhibitors on the evening of April 30th from 8:00 PM to 10:00 PM for Wine and Dessert. The exhibit hall will reopen at 7am on May 1st. It is guaranteed that there will not be less than three hours dedicated exhibitor time on May 1st, attendees will also be encouraged to peruse the exhibit hall during educational sessions and breaks throughout the day. The exhibit hall will close at 3:00 pm on May 1st and all equipment will need to be removed by 4:00 PM.

**Course Attendance:** Course attendance is included in the exhibitor's fee for a maximum of 2 people per exhibit. Continuing education credit hours will be made available to the exhibitors and exhibitors will be eligible to receive vouchers for digital conference offerings and educational materials. Exhibitors are invited to attend the Opening and Closing Receptions.

**Hotels and Regulations:** Reservations should be made directly with the Holiday Inn, 232 Broadway, Saratoga Springs, NY 12866. Please inquire about the group rate for conference participants.

**Liability:** Each exhibitor assumes the sole responsibility and liability for losses, damages, and claims arising out of injury and damage to the exhibitor's displays, equipment and other property brought upon the premises of the Holiday Inn.

# Exhibitor Information (Con't)

Exhibitor shall indemnify and hold harmless the New York State Emergency Nurses Association (NYSENA) and the Holiday Inn and any authorized representative or employee of the foregoing of any and all losses, damages, and claims except those resulting from the gross negligence of the parties names above.

These rules and regulations become part of the contract between the exhibitors and the NYSENA. NYSENA asks the full cooperation of the exhibitors in their observance. All areas not covered are subject to the decisions of the NYSENA Board of Directors. Thank you for your cooperation.

## Party

Including corporations, healthcare organizations, institutions, and educational organizations.

### Exhibitor Rate:

Early Registration: \$400.00 **through December 31, 2024**

Registration/late: \$550.00 **January 1, 2025 – April 18, 2025**

## Party

Party - Thursday, May 1, 2025

We would like to invite each exhibitor and 1 guest to this year's Party at 6pm, with dinner, dancing and cash bar. Additional exhibitor attendees are invited at a \$25.00 fee to be paid in advance of the event.

# Scholarship Opportunities

## Maximize your Organization's Exposure!

### Partners in Education Levels of Support

#### Platinum

\$ 4,000

- Additional space for your Signage at conference with company logo.
- Early Booth location selection at conference.
- Acknowledgement throughout the conference and in any conference materials.
- Acknowledgement on the NYSENA website and App for 1 year.

#### Gold

\$ 3,000

- Acknowledgement on the NYSENA website and App for 1 year.
- Acknowledgement throughout the conference and in any conference materials.

#### Silver

\$ 2,000

- Acknowledgement throughout the conference and in any conference materials.

## Other Opportunities to Sponsor and Maximize Exposure!

<b>Speakers—General Sessions</b>	\$750.00
<b>Keynote Address</b>	\$750.00
<b>Closing Address</b>	\$750.00
<b>Partial Funding of Opening Reception</b>	\$750.00
<b>Breakfast</b>	\$750.00
<b>Wine and Dessert with Exhibitors</b>	\$750.00

As a sponsor of any opportunity above, you will receive mention on the NYSENA website and App following our Setting the Pace Conference in Saratoga Springs, NY.

Questions regarding sponsorship can be forwarded to the vendor coordinator at [exhibitorss@nysena.org](mailto:exhibitorss@nysena.org)

# Application and Contract

APPLICATION AND CONTRACT  
SPONSORSHIP/EXHIBIT SPACE  
Setting the Pace April 30, 2025  
New York State Emergency Nurses  
Association Annual Conference Holiday Inn,  
232 Broadway Saratoga Springs NY 12866

**TO SUBMIT AN ONLINE APPLICATION  
AND PAYMENT, GO TO  
[nysena.org/conference\\_material.html](https://nysena.org/conference_material.html)**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone (direct line): \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

The undersigned hereby authorizes the New York State Emergency Nurses Association to reserve exhibit space in the exhibit hall of the Holiday Inn, Saratoga Springs, NY for the use by the above company during Setting The Pace 2025 Exhibitors time. The undersigned acknowledges receipt of the agreement to abide by the rules and regulations as printed in the exhibitor information.

Authorized Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Representative to attend space (if different from above): \_\_\_\_\_

Name (Print or Type): \_\_\_\_\_

E-Mail: \_\_\_\_\_

The above company is interested in the following: \_\_\_\_\_ Sponsorship (see attached form) \_\_\_\_\_ Exhibitor space

Product/Service description (65 words or less): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **Tax deduction information:**

Entity Name: New York State  
Emergency Nurses Association  
(NYSENA) Tax ID# 22-2686606

## **Send Application, Payment, or any correspondence to:**

NYS Emergency Nurses Association  
214 Kent Ave. #256, Endwell, NY 13760  
[exhibitors@nysena.org](mailto:exhibitors@nysena.org)  
(844)469-7362