



Federation of State Physician
Health Programs

FSPHP 2024 ANNUAL EDUCATION CONFERENCE AND BUSINESS MEETING

EXHIBITOR INFORMATION

**Enhancing the Effectiveness of Professional Health Programs Through Collaboration:
Improving Health and Well-Being**

**April 17-21, 2024
Grand Hyatt Nashville**

FSPHP Conference Website: <https://www.fsphp.org/2024-annual-conference>

KEY DATES

Exhibitor Info Sessions Learn more about FSPHP, our conference and the reasons why you should join us.	December 13, 2023 1:00 PM–2:30 PM EST January 30, 2024 1:00 PM–2:30 PM EST
Due date to register to be eligible for all sponsorship benefits High resolution logo (.jpg, .png, or .gif) due Table electricity order due	February 1, 2024
Reserve ad in Physician Health News	February 1, 2024
Register all exhibitor booth attendees Diamond, Emerald, and Platinum banner ads Send insurance certificate	March 1, 2024
Hotel reservation cut-off (<i>Please only reserve rooms that you know you will need</i>) We have negotiated a discounted rate of \$319 at the new Grand Hyatt Nashville downtown. The group rate is available until March 21, 2024 , or until the block sells out. You can now book your hotel room in our group block by clicking here .	March 21, 2024
Due date to donate for Silent Auction items. Visit our Silent Auction Page to donate . Viday Video due. Submit your 30-second video here .	April 1, 2024
Acceptance of shipments to hotel	April 12, 2024
Exhibitor set-up and Exhibit Hall opens!	April 17, 2024

Email lbresnahan@fsphp.org or troof@fsphp.org with additional questions

EXHIBIT HALL DIAGRAM
[Virtual Tour](#)

WHOVA CONFERENCE APP
[Whova Exhibitor Guide](#)

Update your virtual booth on the Whova Conference app. We have preloaded your company logo, website, description, and primary contact, but you now have access to upload additional items such as brochures, YouTube videos, and your booth staff contact information. Get familiar with the Whova app by reviewing the [Whova Exhibitor Guide](#). You should have received an email directly from Whova encouraging you to “edit exhibitor info” inside your booth. If you did not see this email or would like your direct link, please email troof@fsphp.org.

SHIPMENTS TO THE HOTEL

Exhibitors are responsible for shipping and receiving any packages. Hyatt Shipping and Receiving Questions please call-615-622-4035.

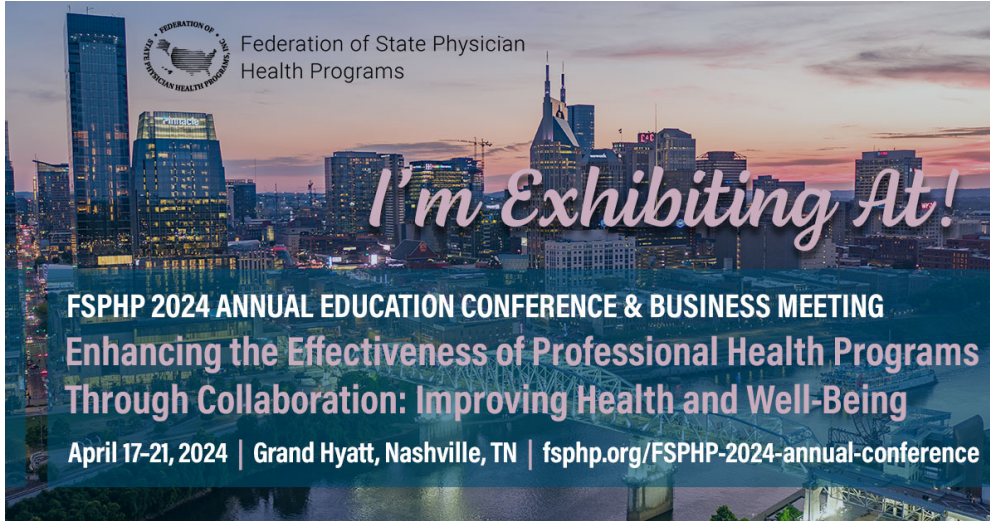
Shipments will not be accepted before April 12th, 2024

(Guest Name) (Guest Cell Number)
c/o Grand Hyatt Nashville and (FSPHP)
1000 Broadway
Nashville, TN 37203
Box _____ of _____ (Multiple boxes MUST be numbered)

Box deliveries will be assessed a handling fee determined by weight. These charges will be posted to your Guest Room or Credit Card Provided.

NETWORK ON SOCIAL MEDIA

Share on social media that you are exhibiting! Once you ([download image here](#)) right click and save it as a .jpg. and upload it to all your social channels like any other picture you would post. Maybe even say something like “Excited to be traveling to Nashville for the FSPHP 2024 Annual Conference”



Due by April 1, 2024

Dear FSPHP Exhibitor; 🙌

Thank you so much for joining us at our 2024 Conference. We are asking all FSPHP exhibitors to submit a **15 - 20-second video clip** introducing you and your organization representatives to our attendees. We will show the compiled video of all exhibitor greetings at the intro to the conference on Thursday, April 18 at 9:00 am. Please submit your video by April 1, 2024 to allow us time to compile all clips.

Here is an example from last year! 2023 VIDEO SAMPLE <https://share.vidday.com/e/o-vzm5zy>

This is meant to be a simple greeting filmed from your desktop or mobile device, and uploaded at this link but you may use the clip however you would like to use it.

Thank you for your support to the FSPHP to advance our mission. We are grateful to you.

- Welcome FSHP Attendees to the conference and tell them where to meet you.
- Introduce yourself & your organization and highlight the services provided!
- Share why you are excited to attend at the conference and meet people.

LINK TO SUBMIT 20 SECOND VIDEO CLIP : <https://share.vidday.com/e/o-qqr139>

VISIBILITY

Meal Functions in the Exhibit Hall: To encourage participants to visit exhibitors, all meal functions (silent auction dinner, breakfast, breaks, and lunches) will be in the Exhibit Hall. Our poster session dessert and coffee will be provided in the Foyer.

Email lbresnahan@fsphp.org or troof@fsphp.org with additional questions

Opening Night Silent Auction & Speed Networking Dinner: Join us in the Exhibit Hall, where attendees will embark on several quick-fire encounters with the FSPHP Exhibitors. Attendees will progress from one table to the next until everyone has had a chance to meet all the 2024 Exhibitors.

Booth Passport Card: Attendees will be provided an FSPHP exhibitor booth passport card in their conference bag, which they will ask you to initial. We do this to incentivize all attendees to come and meet you at your booth. To be eligible for a prize drawing, attendees must have visited at least ½ of the exhibitors (20) this must include 10 new exhibitors and 10 returning. They will ask you to initial their card by your booth name. Attendees will deposit this card at the registration desk by 11:00 am Friday morning, and winners will be announced on Saturday at 1:00pm.

Giveaways: To increase your visibility, each exhibitor has the option of offering a drawing. Please put out a basket to collect business cards and promote your prize drawing at your booth. Let attendees know to drop in their business card for a chance to win whatever prize you decide you want to give away. Drawings will be held during the closing session on Sunday, April 21, at 12:30pm. Must not be present to win.

Exhibitor Prospectus:

https://www.fsphp.org/assets/2024images/FSPHP_AM24_EXHIBITORBROCHURE.pdf

Thank you for your sponsorship and for being a valuable part of the FSPHP Mission.