



WisHHRA 2024 ANNUAL CONFERENCE

April 18-19 • Jefferson Street Inn • Wausau, WI

2024 • V E N D O R • P R O S P E C T U S

Visit www.WISHHRA.org to register online!

Sponsor/Exhibit Levels

RECEPTION SPONSOR | \$2,500

- Exclusive sponsorship of the Thursday evening reception
- Includes a table to display any materials or signage
- Advertising on WisHHRA website and e-newsletter one quarter
- Signage at both conference and reception
- Sponsor recognition on the website, emails and all conference materials
- Opportunity to address attendees during lunch program on Thursday
- Up to four representatives and complimentary electrical connection at exhibit space

LUNCH SPONSOR | \$2,000

- Exclusive sponsorship of the Thursday luncheon with attendees
- Signage at conference
- Complimentary electrical hookup at booth
- Onsite signage
- Sponsorship recognition on website, emails and all conference materials

BREAKFAST SPONSOR | \$2,000

- Exclusive sponsorship of the Friday morning breakfast with attendees
- Signage at conference
- Complimentary electrical hookup at booth
- Onsite signage
- Sponsorship recognition on website, emails and all conference materials

THURSDAY BREAK SPONSOR | \$1,000

- Exclusive sponsorship of the Thursday break with attendees
- Signage at conference
- Complimentary electrical hookup at booth
- Onsite signage
- Sponsorship recognition on website, emails and all conference materials

EXHIBIT ONLY | \$1,000

- Exhibitor level recognition on the website, event app and in on-site materials

ADVERTISEMENT ONLY | \$500

- Advertisement on event page

ALL LEVELS INCLUDE

- 6ft skirted display table with two chairs
- Non-competitive exhibitor viewing times
- Meals and refreshments during exhibit hours
- Recognition in the conference program and on WisHHRA website
- Participation in Exhibitor game for attendees
- List of registered attendees
- Two representatives per exhibit space.

**Additional badges may be purchased*

DISPLAY TIMES

(subject to change)

Exhibit display time will be available during all meals and breaks on Thursday, and breakfast on Friday.

EXHIBIT SET UP & DISMANTLE

Exhibitors may set up on Thursday, April 18 beginning at 9:00am; all exhibitors are asked to be set-up by 11:00am (at the start of the conference). Exhibitors may dismantle after 5pm on Thursday or after breakfast on Friday morning.

SPECIAL REQUESTS

If your exhibit requires additional equipment or special set-up assistance, please contact the WISHHRA office. Any special arrangements are made at the exhibitor's expense. Please include any restrictive dietary needs on your registration form.

REQUEST LETTERS

Request letters and W9 forms are available by contacting the WISHHRA office at WISHHRA@badgerbay.co.

DISCLAIMER

This program is designed for WISHHRA member and exhibitors whose products and services align with the WISHHRA mission. All applications for exhibit space will be considered. In its sole discretion, WISHHRA reserves the right to reject any application that is deemed inconsistent with the mission of the organization.

QUESTIONS?

Please contact the WisHHRA office at 920-560-5647 or WISHHRA@badgerbay.co with questions.

LOCATION/SHIPPING MATERIALS

Exhibit materials may be shipped to:

Jefferson Street Inn
C/O Sales Office - WisHHRA 2024 Annual Conference
201 Jefferson Street
Wausau WI 54403

Please call 715-261-4670 before shipping. Also include your company's name, a contact name and phone number, and the total number of boxes in your shipment. Coordination and fees related to shipping of exhibit materials to and from the conference are the responsibility of the exhibitor. The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend and hold harmless the Hotel, its agents, servants and employees from any and all such losses, damages and claims.

HOTEL ACCOMMODATIONS

A room block has been reserved for attendees of this event at a special discounted rate of \$98 per night. Reserve your room by calling (715) 845-6500 and request the "WISHHRA" block. Don't wait! The deadline to reserve a room in the block is **March 18, 2024**.

REGISTRATION DEADLINE / CANCELLATIONS

Please **register by March 28, 2023** to guarantee your space and inclusion in program materials. Cancellations and requests for refund must be received in writing and will be subject to a \$50 administrative fee. No refunds will be issued after March 28 or for no-shows.