

# 2023 Neuroscience Nursing Conference



## Exhibitor Prospectus

Friday, July 28, 2023

Event Director:

Katie Broadway, MSN, RN, CNRN, SCRNP



Center for Nursing Research, Education, and Practice  
7550 Greenbriar Dr,  
Houston, TX 77030  
713.441.4546 (T)

Dear Corporate Partner,

It is our pleasure to invite you to exhibit at our **2023 Annual Neuroscience Nursing Symposium** hosted at the Houston Methodist Research Institute on July 28, 2023. On behalf of Houston Methodist Academic Institute and the Center for Nursing Research, Education, and Practice, we graciously extend the opportunity for you to join us as an exhibitor and/or sponsor for this one-day event.

The Annual Neuroscience Nursing Symposium is a one-day, in person event in which learners will explore the care of the neurological patient through the perspective of the Neuroscience Nurse.

We estimate that this annual conference will attract approximately 51-100 in-person attendees - all potential customers of your products and services.

I encourage you to take full advantage of this excellent opportunity to network with your target market as an exhibitor. Exhibiting companies will have the opportunity to share their educational materials and interact with participants.

Due to our limited number of exhibit openings, we hope you will take this opportunity and contact us now to register. Sponsorships are also available for purchase.

Please feel free to contact [Nursingevents@houstonmethodist.org](mailto:Nursingevents@houstonmethodist.org) if you have any questions or need additional information.

Sincerely,

Katie Broadway, MSN, RN, CNRN, SCRN  
Professional Practice Leader - Neurosurgical ICU  
Center for Nursing Research, Education, and Practice  
Houston Methodist Academic Institute  
Phone: 346-238-8130  
Mobile: 713-594-3595  
Email: [MBroadway@houstonmethodist.org](mailto:MBroadway@houstonmethodist.org)

## EXHIBIT DETAILS

### Date and Time

Friday, July 28, 2023 | 7:30 am – 4 pm

### Exhibit Location

Houston Methodist Research Institute  
6670 Bertner Ave.  
2<sup>nd</sup> Floor Pre-Function Space  
Houston, TX 77030

### EXHIBIT FEE: \$800

- One 6' x 3' table-top exhibit with two chairs
  - Exhibiting companies may send a maximum of two (2) representatives to staff their exhibit table.
  - Company logo will be located on the virtual exhibit page
  - Recognition in the webpage and activity materials

## SPONSORSHIP DETAILS

### SPONSORSHIP FEE: \$600

- Logo and Website Link on Annual Neuroscience Symposium Website
- Recognition on the Conference Program
- On-site signage

Sponsorships include recognition on signage during designated program breaks.

**NOTE: Companies may purchase one exhibit and one sponsorship.**

Registration Deadline:

July 3, 2023

Or until space is unavailable

### Payment and Confirmation

Exhibit and sponsorship opportunities for this event are limited on a first-come, first-served basis. Sponsors/exhibitors are not confirmed until registration is complete and full payment is received.

Remittance information is available by request. Contact [Nursingevents@houstonmethodist.org](mailto:Nursingevents@houstonmethodist.org) for further instructions on confirming your exhibit and sponsorship and for payment information.

### Shipping to Houston Methodist Research Institute

Please contact [Nursingevents@houstonmethodist.org](mailto:Nursingevents@houstonmethodist.org) if you plan to ship any materials. You are responsible for providing all necessary shipping materials as well as all related expenses.

### Guests

Under no circumstances may children/spouses/guests of representatives be in the exhibit area or conference areas unless they are registered attendees.

### Security

A security guard will not be present during the program. Houston Methodist will not be held responsible for any items left unattended at exhibit tables. All items are left at the risk of the exhibiting organization.

### Exhibitor Eligibility Requirements

For an exhibit application to be accepted by Houston Methodist, the products and services must be educational in nature and relate to the educational activity content. The conference reserves the right to accept or reject a potential exhibitor based on its assessment of whether the company/organization's products and/or services are relevant to the conference content. All exhibits will be reviewed.

### Exhibit Space Cancellations

Cancellations must be received at least ten business days prior to the start of the event. If a cancellation is received after this time, no refund will be provided.

### Failure to Occupy Space

Any exhibit space not occupied by 11:30 a.m. morning of the event, will be forfeited by the exhibitor for that day. This space may be reassigned or used without a refund. Exhibitors who anticipate delays setting up their space must notify the meeting coordinator.

### Attendee Lists

The accredited provider must not share the names or contact information of learners with any ineligible company or its agents without the explicit consent of the individual learner. If consent is given, only limited attendee contact information will be provided to exhibiting companies (name, affiliation, city and state) when requested. Telephone, fax, email and street addresses will not be distributed.

### Promotional Activities and Standards for Commercial Support

In compliance with the ACCME Standards for Integrity and Independence in Accredited Continuing Education, you must refrain from holding any commercial discussions in the educational ballroom. All promotional activities including interviews, demonstrations, and distribution of literature or samples must be made within the exhibitor's space. Canvassing or distributing promotional materials outside the exhibitor's rented exhibit space is not permitted.

Houston Methodist is accredited as a provider of nursing continuing professional development by the American Nurses Credentialing Center's Commission on Accreditation. The American Nurses Credentialing Center's Content Integrity Standards for Industry Support in Continuing Nursing Educational Activities serves as a resource for Providers to plan, implement and evaluate quality continuing nursing educational activities with integrity, free from the undue influence of commercial interest organizations.

Credit has been applied for through the Continuing Respiratory Education (CRCE) system of the American Association for Respiratory Care.

### Physician Payment Sunshine Act

Applicable manufacturers providing payments or transfers of value to physicians are responsible for recording and maintaining reporting information of participating physicians. Houston Methodist will not collect, record, nor provide reporting information from physicians that choose to participate by accepting payments or transfers of value from applicable manufacturers.

### COVID-19 DISCLAIMER

The format of this activity is subject to change due to extenuating circumstances resulting from the COVID-19 pandemic. Should the activity be cancelled or changed to a new format (i.e. virtual only or some combination of virtual/in-person), Houston Methodist may cancel or modify your registration accordingly. We will make every effort to notify you of a change of format and your registration status before the activity date. Thank you for your understanding.