



December 13, 2018

Dear Missouri HOSA Partner:

HOSA is an international student organization recognized by the U.S. Department of Education. HOSA's two-fold mission is to promote career opportunities in the healthcare industry and to enhance the delivery of quality healthcare to all people. HOSA provides a unique program of leadership development, motivation, and recognition exclusively for middle school, secondary, postsecondary, adult, and collegiate students enrolled in health science education and biomedical science programs or have interests in pursuing careers in health professions. HOSA is 100% healthcare! You can learn more about HOSA at <http://hosa.org/>.

The purpose of the HOSA organization is to develop leadership and technical HOSA skill competencies through a program of motivation, awareness and recognition, which is an integral part of the Health Science Education instructional program. The **Missouri HOSA State Leadership Conference** is one opportunity that student members can work to accomplish this purpose. Our members will join together for two days of competition, leadership training, team building, education, and fun! The State Leadership Conference will be hosted by **Missouri University of Science & Technology and Rolla Technical Center/Institute in Rolla, Missouri** with more than **1,400 participants** expected to be in attendance. The conference is scheduled for **March 25-26, 2019**.

Opportunities for partnerships are described below. Please let us know if you would like to get involved with this premier student organization in any other way. Come and meet our Missouri HOSA members—the future health professionals and leaders who soon will become your employees, customers or members during our **Educational Symposium scheduled throughout the entire conference!**

If you are interested in being a sponsor at the Missouri HOSA State Leadership Conference, **please return the enclosed contract and partner application by March 1, 2019**. Thank you in advance for your efforts to support a very worthwhile cause!

If you have any questions, please feel free to contact me at 573-751-3407 or shelly.wehmeyer@dese.mo.gov.

Sincerely,

Shelly C. Wehmeyer, RN, BSN
Missouri HOSA State Advisor
Director of Health Science Education
Department of Elementary and Secondary Education – College & Career Readiness



Missouri HOSA 2019 State Leadership Conference Sponsorship Opportunities

Exhibitor – Minimum of \$150.00

Includes:

- One 8 foot long table with two chairs
- Additional fees will apply for a second 8 foot long table or electricity
- Available on:
 - Tuesday, March 26, 2019 from 9:00 am – 5:00 pm (Tear down begins at 4:30 pm)
- Additional opportunities include:
 - Networking with an anticipated 1,400 Missouri HOSA members to include Chapter Advisors, Professional members, Middle School, Secondary and Postsecondary student members
 - Recognition in the 2019 Missouri HOSA State Leadership Conference Program App
 - Opportunity to present on an approved healthcare related topic
 - Opportunity to provide judges for our competitive events

Advisor Breakfast Sponsor – Minimum of \$250.00

Includes:

- Recognition in the 2019 Missouri HOSA State Leadership Conference Program App
- Recognition at the Advisor Breakfast (Full page handouts may be provided in advance to be given to all local chapter advisors present, along with the availability to speak to those present)
- Opportunity to present on an approved healthcare related topic
- Opportunity to provide judges for our competitive events

Scholarship Sponsor for International Leadership Conference (ILC) Participants – Minimum of \$250.00

- Recognition in the 2019 Missouri HOSA State Leadership Conference Program App
- Recognition during the 2019 Missouri HOSA State Leadership Conference Awards Session

Sponsor of Specific Items/Samples – Minimum of 1,500 Items

Includes:

- Logo recognition on sponsored marketing materials to be placed in "Swag Bags" for all participants to include Chapter Advisors, Professional members, Middle School, Secondary and Postsecondary student members (Marketing materials would need to be delivered by March 15, 2019)

Missouri HOSA Exhibitor Contract & Partner Application

Date:	
Organization:	
Company Representative:	
Address:	
Phone:	Fax:
Email:	Company Website:
Please print names for Exhibitor Badges:	

***One 8 foot long table with two chairs will be provided. Electricity is limited, and will cost an extra \$100.00 fee if needed. Boxed lunches are provided to all exhibitors on Tuesday, March 26, 2019.**

- I plan to exhibit at the 2019 Missouri HOSA State Leadership Conference held on Tuesday, March 26, 2019 in Rolla, Missouri.
 - One 8 foot long table with two chairs is sufficient for my booth and is available for \$150.00
 - Additional table space is needed and is available for a \$50.00 *additional fee*
 - Electricity is necessary for my booth and is available for a \$100.00 *additional fee*

- I am interested in another sponsorship:
 - Advisor Breakfast Sponsor on Tuesday, March 26, 2019 in the amount of \$250.00
 - Presenter on an approved healthcare related topic on Monday, March 25, 2019
 - 5:00-5:45 pm 6:00-6:45 pm 7:00-7:45 pm
 Topic: _____
 - Presenter on an approved healthcare related topic on Tuesday, March 26, 2019
 - 9:00-9:45 am 10:00-10:45 am 11:00-11:45 am
 - 1:00-1:45 pm 2:00-2:45 pm
 Topic: _____
 - Scholarship sponsor for ILC Participants in the amount of \$250.00
 - Sponsor of specific items/samples for all attendees (approximately 1,500 items needed)

- I would like to participate as a judge at the 2019 Missouri HOSA State Leadership Conference.
- I am unable to partner/participate this year, but please contact me in 2020.

Sponsorship check should be made payable to “**Missouri HOSA**” and sent with the application to be received by March 1, 2019 to: Missouri HOSA, ATTN: Shelly Wehmeyer, 5th Floor, P.O. Box 480, Jefferson City, MO 65102-0480. Please email your logo (in color) by March 1, 2019 to shelly.wehmeyer@dese.mo.gov to be included in our program app. Acceptable formats are: pdf, EPS, MS Word or Publisher or jpg.

This **Exhibitor Contract** when properly executed by exhibitor and accepted by Missouri HOSA, shall be considered a binding agreement subject to all our Policies and Exhibitor Rules and Regulations. Full payment must be made by March 1, 2019; otherwise exhibitor will be subject to contract cancellation.

Missouri HOSA 2019 State Leadership Conference Exhibitor Rules and Regulations

PURPOSE: The SLC is conducted for educational and informational purposes to disseminate knowledge and ideas, encourage communication, promote relevant products, and offer hands-on career exploration and activities.

ELIGIBLE EXHIBITS: Missouri HOSA reserves the right to determine the eligibility of any exhibitor. No exhibitor shall sublet or share space. Exhibitors must promote only goods manufactured and services provided in their regular course of business. All promotional activities must be confined to the limits of the exhibit booth space.

EXHIBIT EQUIPMENT PROVIDED BY MISSOURI HOSA: Missouri HOSA will provide a non-draped 8 foot table and two chairs. Access to an electrical outlet can be made available with prior arrangement as stated in the Exhibitor Contract.

PAYMENT FOR SPACE: Failure to make full payment by March 1, 2019, will subject the exhibitor to cancellation of contract. Full payment is due on all applications received after March 1, 2019 based on availability.

INSTALLATION AND REMOVAL OF EXHIBITS: Exhibitors may begin installation on Tuesday morning, March 26, 2019 with prior arrangement. Displays should be ready by 10:00 am. Exhibits may start to be dismantled at 4:30 pm.

SECURITY: The exhibitor is solely responsible for his/her own material and should insure the exhibit against loss or damage. If you have any specific items that might be sensitive to be left overnight unattended please contact us in advance and we will make sure they are locked and secured. All property is understood to remain in the exhibitor's control in transit to and from the confines of the exhibit area. Missouri HOSA assumes no liability of any kind.

OFFICIAL HOURS: The exhibits shall be open for viewing by those attending the conference and must be properly staffed during the following hours: Tuesday, March 26, 2019 from 10:00 am – 4:30 pm.

EXHIBITOR REGISTRATION & BADGES: All exhibitors must register and pick up their conference packets at the Exhibitor Registration table located in the Gale Bullman Multipurpose Building. Exhibit personnel must have SLC exhibitor badges. You must advise us of the names by March 1, 2019 so that badges can be prepared in advance.

CANCELLATION: This contract may be canceled in writing prior to February 15, 2019, in which case 50% of the rental fee will be retained by Missouri HOSA. Cancellation after this date obligates the exhibitor to full payment. If space is not occupied by 11:00 am on Tuesday, March 26, 2019, Missouri HOSA shall have the right to use such space as it sees fit.

INSURANCE DEFACING OF PROPERTY: 1) Fire and theft insurance, if so desired, must be taken out by each exhibitor at his/her own expense. 2) Exhibitors are liable for any damage caused to the building, building fixtures, walls or floors.

FIRE, SAFETY, & HEALTH: The exhibitor agrees to accept full responsibility for compliance with local, city, and state Fire, Safety, and Health Ordinances regarding the installation and operation of equipment. All exhibit materials and equipment must be reasonably located within the booth and protected by safety guards and devices where necessary to prevent personal accident to spectators. Only fireproof materials should be used in displays and the necessary fire precautions will be a responsibility of the exhibitor.

RESTRICTIONS: Missouri HOSA reserves the right to restrict exhibits, which, for any reason, become objectionable and HOSA may evict any exhibitor which, in the opinion of HOSA, detracts from the general character of the exhibit. HOSA will not be liable for any refunds or other expenses in this instance.

AUDIO-VISUAL: The use of devices for mechanical reproduction of sound is prohibited. Sound of any kind must not be projected outside of the booth. Motion pictures, slide demonstrations, etc., are subject to prior approval by Missouri HOSA. Consideration of surrounding exhibitors will be a factor.

INABILITY TO PERFORM: In the event the exhibit is not held for any reason beyond Missouri HOSA's control, Missouri HOSA reserves will refund the exhibitor for all monies paid.

CLARIFICATION OF RULES: All matters or questions not covered by these Rules and Regulations shall be subject solely to the decision of Missouri HOSA. These rules and regulations may be changed at any time by Missouri HOSA and all shall be binding to the exhibitor.

LIABILITY: Neither Missouri HOSA, nor their agents, or representatives, will be responsible for any injury, loss, or damage that may occur to exhibit or personnel. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend, and save Missouri HOSA and its employees and agents harmless against all claims, losses, and damages to persons or property, governmental charges or fines, and attorney's fees arising out of or caused by exhibitor's installation, removal maintenance, occupancy, or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of Missouri HOSA. Missouri HOSA and its employees, agents, and representatives do not maintain insurance covering exhibitor's property and it is the sole responsibility of exhibitor to obtain business interruption and property damage insurance covering such losses by exhibitor. The exhibitor, on signing the contract, expressly releases the aforementioned from any and all claims.