

# Exhibitor Information

Nashville Hematology Conference | February 20-22, 2025  
Country Music Hall of Fame® and Museum| Nashville, TN



## IMPORTANT DATES

- **January 6** – Booth Activity Form Due
- **January 10** – Booth Assignments Confirmed
- **January 27** – Hotel Reservation Deadline
- **February 7** – Sponsor Registrations Due
- **February 17** – Shipments Eligible to Arrive at Country Music Hall of Fame® and Museum
- **February 20** – Exhibitor Move In
- **February 22** – Exhibitor Move Out

## HOTEL RESERVATIONS

Sponsors are encouraged to secure hotel accommodations at the NHC headquarter hotel, Omni Nashville Hotel. A special group rate has been established for all NHC sponsors, faculty, and attendees. The group rate will be honored until the contracted block of rooms has been sold out or the cut-off date has expired, whichever occurs first.

Reservations: [Omni Nashville Hotel – NHC Conference](#)  
Hotel: Omni Nashville Hotel  
Phone: +1 615-782-5300  
Hotel Cut-Off: January 27, 2025

## TABLETOP DISPLAYS

Each sponsor will receive (1) 6'x30" table with two chairs to serve as their exhibit booth. Exhibits will be located in the 4<sup>th</sup> Floor Grand Foyer of the Country Music Hall of Fame® and Museum. Unless otherwise approved by IDEology Health, all sponsor materials and advertising may not be displayed or distributed beyond the table provided.

## SHOW SCHEDULE

### **Exhibitor Move-In**

Thursday, February 20, 2:00 p.m. – 5:00 p.m.

### **Exhibit Hours**

Friday, February 21

7:30 – 8:20 a.m., Arrivals and Morning Coffee

10:15 – 10:45 a.m., Networking Break

12:30 – 1:30 p.m., Lunch *\*Industry attendance exclusive to sponsoring company only\**

3:15 – 3:45 p.m., Networking Break

Saturday, February 22

7:30 – 8:20 a.m., Arrivals and Morning Coffee

9:55 – 10:25 a.m., Networking Break

12:10 – 1:10 p.m., Lunch *\*Industry attendance exclusive to sponsoring company only\**

3:00 – 3:30 p.m., Networking Break

### **Exhibitor Move-Out**

Saturday, February 22, 3:30 p.m. – 4:00 p.m.

## **DISMANTLE AND MOVE-OUT**

All sponsor materials must be removed from the exhibit floor by Saturday, February 22 at 4:00 p.m. Each exhibitor will be responsible for all material handling and coordinating their outbound shipping.

## **EXCESSIVE TRASH AND BOOTH ABANDONMENT**

Any excessive trash left in the booth at the end of the published exhibitor move-out will be considered abandoned and deemed trash. Excessive trash consists of display materials, boxes and/or supplies. The sponsor will be charged for the removal and disposal of these items.

## **SHIPPING INFORMATION**

All exhibit materials should be sent to the Country Music Hall of Fame® and Museum. Exhibitors will be responsible for the retrieval of their materials and take them to their booth during setup. To ensure proper delivery please label all boxes accordingly:

Country Music Hall of Fame® and Museum  
Events Department – Sarah Ames, Event Services and Catering Manager  
222 Rep. John Lewis Way S  
Nashville, TN 37203

ATTN: Nashville Hematology Conference, Feb 20-22 // **SPONSORING COMPANY NAME**  
Box \_\_\_ of \_\_\_

All sponsor items **MUST** be received by the Country Music Hall of Fame® and Museum no later than **Monday, February 17**. The Country Music Hall of Fame® and Museum and IDEology Health are not responsible for damaged, lost or stolen items. Exhibitor assumes all responsibility for any material handling and/or shipping charges.

## **BOOTH ACTIVITY FORM**

All exhibitors must submit a Booth Activity Form for review and approval no later than January 6. Booth assignments and approvals will be confirmed by January 10. Distributing fliers and talking with attendees within an exhibit booth are not considered booth activities and do not need to be included in the exhibitor's approval request. Exhibitors who do not submit a Booth Activity Form by the January 6 deadline run the risk of forfeiting a reserved booth space.

## **WIFI ACCESS**

Complimentary WIFI will be accessible to all attendees and exhibitors.

## **REGISTRATION / NAME BADGES**

Based on your Sponsorship Package, you are eligible for the following number of Full Registrations:

Diamond – 14 Full Registrations  
Platinum – 10 Full Registrations  
Gold – 6 Full Registrations  
Silver – 3 Full Registrations

In addition, each sponsor is entitled to (2) Exhibit Booth-Only name badges. Complimentary Exhibit Booth-Only badges permit personnel entry into the Exhibit Hall and **DO NOT** allow access to the general sessions.