

FLORIDA AHRMM SPRING CONFERENCE

WEDNESDAY, MAY 4, 2022



May the 4th be with you! See you soon!

Hosted by Advent Health in Celebration, FL

Advent Health
Celebration

FLORIDA CHAPTER OF
AHRMM

**Sponsors
Know Before You Go**

Address of Event: Advent Health Celebration, Nicholson Center, 404 Celebration Place, Celebration, FL 34747. The meeting will be held in the Education Center.
<https://www.nicholsoncenter.com/home>

Parking: Complimentary parking is available in the parking lots around the Nicholson Center. Please see the campus map on the next page.

Arrival/Check In Details: Everyone must check in at the front desk with the Nicholson Center. The Nicholson Center will have a QR code to scan with your phone and fill out your information. This takes less than 3-5 minutes to complete. There will be a FL AHRMM Check In table with your name tag next to the front desk.

Sponsor/Exhibitor Check-In: Exhibitors are invited to set up as early as 7:00am on May 4, 2022. Exhibitor tables are available inside the Education Center room and in the lobby. Table preference is first come first serve on May 4, 2022. Attendee Check-In will begin at 7:30 am. Breakfast will also be available. Opening remarks will begin at 8:00am.

Agenda: Detailed agenda is on the FL AHRMM Website under the Events page: <https://www.floridaahrmm.com/event-4728864>. The sessions are scheduled between 8am-4pm.

Attendee List: The Attendee list will be shared with each Sponsor at least one week prior to the event.

Dress Code: The suggested dress code for all attendees is business casual. Keep in mind that air conditioning may make the room cold. We suggest dressing in layers (jackets and sweaters) to ensure that you are comfortable.

COVID-19 Policies: Masks are optional and not required. If you prefer to wear a mask, the Nicholson Center will have them at the front desk.

Exhibit Hall Raffle: Each exhibitor is invited to bring a "freebie" or gift to be awarded at the end of the day as a raffle prize. The prize can be swag, a gift card, etc. Provider attendees are encouraged to visit each booth during networking times scheduled throughout the day. Each attendee has the opportunity to engage with exhibitors for the chance to win a raffle prize at the conclusion of the event. The Exhibitor will place their initials on the participant's raffle ticket. Participants may not collect more than one initial per vendor during the conference.

Hotel Accommodations:

- Advent Health Celebration's partner hotel is the Marriott Autograph Collection, Bohemian Hotel Celebration (5 minutes from the Nicholson Center). You can book here: <https://www.marriott.com/event-reservations/reservation-link.mi?id=1573739490010&key=CORP&app=resvlink>
- Advent also recommends the Melia Orlando Celebration Hotel. You can book here: www.melia.com

Meeting Space:

- Sessions will be held in the Education Center room. Exhibitors will be in both the lobby and Education Center room. Enter through the building from the Main doors.
- The Education Center room will have seats and tables for up to 100+ people.

Food and Beverage: Breakfast, snacks and Lunch are included. Please email r.nunez@mindray.com by April 27th if you have any dietary restrictions.

Sponsor Tables:

- Exhibitor tables will be located either in the lobby outside of the main Education Center room and inside the Education Center room.
- Each Exhibitor table will be 6ft x 3ft and will have two chairs at each table
- Tablecloths ARE NOT included in your booth. Please bring a tablecloth.
- Electrical Outlets are first come, first serve. Outlets are available along the walls and floor. You may want to bring an extension cord, just in case.

Shipping Instructions: Please e-mail Kaylee Manigat, Nicholson Center Logistics Director, Kaylee.Manigat@adventhealth.com if you plan on shipping any exhibitor materials prior to the conference. Please let her know how many packages and when they will arrive. The address is below:

Advent Health- Nicholson Center
ATTN: FL AHRMM/Kaylee Manigat
404 Celebration Place
Celebration, FL 34747

If you need assistance to ship back your materials after the meeting, please schedule your own pick up with a mail carrier (i.e. FedEx, UPS, private couriers) and let Kaylee know you will be scheduling a pick up. The loading dock closes at 5pm.

If you have any additional questions about the event, please contact the following FL AHRMM Board Members:

- Rolando Nunez, Education and Events Chair: r.nunez@mindray.com
- Carrie Gorman, VP of FL AHRMM: carrie.gorman@tecsys.com

AdventHealth Celebration

A part of AdventHealth Orlando




AdventHealth

400 Celebration Place / Celebration, FL 34747
407-764-4000 (Osceola County)
407-303-4000 (Other areas)