May 8, 2015

Dear Sir/Madam,

On behalf of MU Nursing Outreach and Distance Education, you are cordially invited to participate as an exhibitor at our 11th Annual Women’s Health Update for Advanced Practice Nurses to take place on June 12th at Peachtree Banquet Center in Columbia, MO. Every effort has been made to translate the latest evidence into practically useful knowledge that can be directly applied in clinical practice, whether inpatient or community-based. Using a blend of plenary sessions and interactive concurrent workshops the Nurse Practitioners (adult, family, gerontology, and women’s health care), Clinical Nurse Specialists, Nurse-Midwives, and Physician Assistants as well as Public Health Professionals and Educators will benefit.

We believe exhibitors play a major role at educational programs and we encourage your participation. The fee for exhibiting is $250.00, which provides you with a draped table and one chair. To guarantee adequate accommodations, please make your reservation by May 31, 2015. Acknowledgment of support takes place during opening remarks, contributions will appear in each participant’s packet and signs will be displayed in the break/exhibit area for those who wish to sponsor a lunch, continental breakfast or refreshment break.

There are also opportunities to sponsor a beverage break ($500), refreshment break ($750), continental breakfast ($1000) or the lunch ($1500), for an additional fee. Your company’s name will be displayed prominently on an easel in the exhibit area near the refreshment break. Please feel free to contact us if you have any questions.

Tentative Exhibit schedule will be during the following times:

- 7:00 - 7:30 a.m. Set-up Exhibit
- 7:30 - 8:15 a.m. Check-in, Continental Breakfast
- 10:30 - 10:50 a.m. Break
- 11:50 - 12:40 p.m. Lunch
- 1:30 - 1:40 p.m. Break
- 1:40 p.m. Exhibits Close

Oftentimes, exhibitors do not stay beyond the morning break if they believe they have had adequate face time with all our participants. However, you are certainly welcome to stay the entire time, should you like.

I trust you will favorably consider this opportunity to contact about 80 attendees concerning your products and services at one time in one location. An Exhibitor Request Form is enclosed for your convenience. Exhibit space is limited and will be assigned on a first-come, first served basis. Our tax ID # is 43-6003859.

Please know that your support of this conference will go directly toward reducing the registration fee for the conference, thereby allowing more nurses to attend this conference. The exhibitor fee will in no way affect the educational content of the program. Please note we do not provide a list of participants to exhibitors. We look forward to working with you. Thank you for your consideration and support of this very special continuing nursing education program.

Sincerely,

Todd H. Winterbower
Coordinator, Nursing Outreach
EXHIBITOR REQUEST FORM

Name of Organization: _____________________________________________________________
Name of Individual Exhibiting: ____________________________________________________
Address of Organization: _________________________________________________________

Phone: ________________ Fax: ________________ Email: ____________________________

☐ I would like to exhibit at the 11th Annual Women’s Health Update for Advanced Practice Nurses at Peachtree Banquet Center, Columbia, MO on: June 12, 2015.

☐ Enclosed is my check for $250.00 with Optional Lunch $15 x __=____

☐ Enclosed is my check for $500.00 to sponsor a beverage break.

☐ Enclosed is my check for $750.00 to sponsor a refreshment break.

☐ Enclosed is my check for $1200.00 to sponsor the continental breakfast.

☐ Enclosed is my check for $2500.00 to sponsor the luncheon.

I would like an electrical outlet for my table. ☐ Yes ☐ No

(Please Make Check Payable to: University of Missouri. Tax ID #: 43-6003859)

WE ARE NOT ALLOWED TO ACCEPT FAXED CREDIT CARD INFORMATION—PLEASE MAIL OR CALL IN YOUR CREDIT CARD NUMBER.

☐ MC ☐ Visa ☐ Discover Name on Card______________________________
Card #______________________________ Expiration date______________
Signature___________________________

COMPLETE AND FAX or MAIL THIS FORM as soon as possible or by May 31, 2015 to:

Todd Winterbower (Winterbowert@missouri.edu)
MU Nursing Outreach
Room S266A Sinclair School of Nursing
Columbia, MO 65211
Telephone: (573) 882-0215
FAX: (573) 884-8278
Conference Location and Contact Information

Peachtree Banquet Center  
120 East Nifong, Suite D  
Columbia, Missouri

Should you need to be reached during the activity, the phone number is (573) 875-6608.

**From Interstate 70** take Providence Road (Exit 126) and go south (turn left if coming from the east or right if coming from the west) 4.4 miles (past the Stadium Road/University Exit). Turn west (right) on Nifong Boulevard, and continue on Nifong for about a block. Turn left (south) between Lutz BBQ and Breaktime Gas Station (there is no street sign). Peachtree is at end of road on the right.

**From Highway 63** take the AC Exit. At the top of the exit ramp, go west (left if coming from the south and right if coming from the north). Follow AC/Nifong Boulevard 2.8 miles (past the intersection with Providence Road) and continue straight for about one block. Turn left (south) between Lutz BBQ and Breaktime Gas Station (there is no street sign). Peachtree is on the right at the end of the road.