

2019 Convention - Regular Exhibit Information

Dear PADONA Exhibitor:

As an exhibitor, set up will be on Tuesday, April 2, 2019 from 5:00-7:30 PM and Wednesday, April 3, 2018 from 8:00-9:30 AM and must be completed by 9:30 AM on April 3rd. Prior to setting up, please be sure to check in at the exhibitor registration area in the Garden Terrace Lobby to receive your table assignment, schedule, name badges and list of attendees. Please remember these are six-foot skirted tables and not eight by ten booths. **If you have signed up for a floor standing display and will NOT need a six-foot table, please notify us by February 28, 2019.**


Those requiring wireless Internet access contact Melvin Morales (717-534-8847) at The Hotel Hershey directly. If shipping any supplies prior to the convention please send them (no more than one week prior) to the following address and clearly mark **your company name** on the container and "PADONA April 3-5, 2019 Convention":

Melvin Morales, Convention Services Manager
The Hotel Hershey
100 Hotel Road
Hershey, PA 17033

Your representatives will be attending the luncheons on both Wednesday and Thursday with our attendees as our guests. Our Vendor Appreciation Reception will be held on Wednesday evening 5:30-6:30 PM in recognition of your support and to provide the opportunity to converse with attendees on a casual basis. Also, exhibit personnel will be our guests along with the attendees at the Gala Reception on Thursday evening 5:30-6:30 PM. Exhibits will close at 4:00 PM on Thursday, April 4, 2018, and we ask that you not break down your exhibit until this time to ensure no disruption of ongoing educational programming.

If there has been any change in those who will be at your exhibit, please provide updated information, including the names(s) and title(s) of the individual(s) who will be exhibiting via e-mail (cjones@padona.com) **by February 28, 2019**. Changes (nametags, etc.) may not be possible after that date. Name tags are required for all food functions and receptions. **All updated information and questions can be directed to Candace Jones, Administrative Director, by fax (856-780-5149) or via e-mail (cjones@padona.com).**

Very truly yours,



Candace McMullen, RN, NHA, MHA, CLNC, CNDLTC
Executive Director