



Partnering for Electronic Delivery
of Information in Healthcare

**2009 WEDI FALL CONFERENCE
NOVEMBER 17-19, 2009
RENAISSANCE HARBORPLACE HOTEL
BALTIMORE, MARYLAND**

TABLE TOP AND INFOMERCIAL SCHEDULE

NOTE: This schedule is accurate at the time it was printed. We strongly recommend that you visit the WEDI website a few days prior to the conference to download a current version of the agenda, which may reflect some updated break times.

Monday, November 16

Exhibitor Registration, <i>Maryland Foyer</i>	11:30 am – 5:00 pm
Exhibitor Set-Up, <i>Maryland Foyer</i>	11:30 am – 5:00 pm

Tuesday, November 17

Exhibitor Registration, <i>Maryland Foyer</i>	6:30 am
Exhibitor Set-Up, <i>Maryland Foyer</i>	6:30 am – 7:00 am
Table tops open, <i>Maryland Foyer</i>	7:00 am
Networking Continental Breakfast and Exhibit Viewing, <i>Maryland Foyer</i>	7:00 am - 8:15 am
Refreshment Break and Exhibit Viewing, <i>Maryland Foyer</i>	10:30 am – 10:45 am
Lunch Break, <i>Maryland B</i>	12:00 pm – 1:30 pm
Snack Break and Exhibit Viewing, <i>Maryland Foyer</i>	3:00 pm – 3:25 pm
Sessions conclude for day, Exhibit Viewing, <i>Maryland Foyer</i>	4:55 pm – 5:05 pm
Table tops close	5:05 pm
Vendor Infomercials (tentative)	5:05 pm – 6:00 pm
Networking Reception, <i>Maryland Foyer</i>	6:00 pm – 7:30 pm

Wednesday, November 18

Table tops open, <i>Maryland Foyer</i>	8:00 am
Networking Continental Breakfast and Exhibit Viewing, <i>Maryland Foyer</i>	8:00 am - 8:30 am
Refreshment Break and Exhibit Viewing, <i>Maryland Foyer</i>	11:00 am – 11:15 am
Lunch Break, <i>Maryland B</i>	12:15 pm – 1:30 pm
Snack Break and Exhibit Viewing, <i>Maryland Foyer</i>	3:00 pm – 3:25 pm
Sessions conclude for day, Exhibit Viewing, <i>Maryland Foyer</i>	4:55 pm – 5:05 pm
Table tops close	5:05 pm
Vendor Infomercials (tentative)	5:05 pm – 6:00 pm

Thursday, November 19

Table tops open, <i>Maryland Foyer</i>	8:00 am
Networking Continental Breakfast and Exhibit Viewing, <i>Maryland Foyer</i>	8:00 am - 8:30 am
Table top tear down, <i>Maryland Foyer</i>	8:45 am – 10:00 am
Conference Adjourns	11:00 am

Corporate Sponsored Events

The WEDI National conferences provide an ideal opportunity for corporate sponsors and exhibitors to meet potential clients and promote their tools and services. WEDI encourages participation as an exhibitor, sponsor, and infomercial host to educate our members on your EDI resources. WEDI also understands that our sponsors and exhibitors may want to host events outside of their exhibit tables or infomercials. Included below are the guidelines our vendors are required to follow if they plan to host additional meetings/events at the WEDI conferences.

- Events should not be held during published conference times. This includes networking events such as breakfasts, breaks, and receptions, as well as educational sessions (general session and breakouts) and infomercials.
- Arrangements to host an event at the Renaissance Harborplace should be placed with our event manager, David Schaeffer, at David.Schaeffer@renaissancehotels.com, or 410-986-4977.
- Kristin Fetterman, WEDI, kfetterman@wedi.org, or 703-391-2714, should be informed of any events you plan to hold during the WEDI conference.
- Please note that private client meetings (such as those including no more than 5 individuals and by invitation only) do not apply, and may be held at any time during the conference.

Exhibits Location

Exhibits will be located in the *Maryland Foyer, outside the Maryland Ballroom sections BCD.*

Assignment of Table Top Space:

Your exact location will be provided when you arrive on site.

Table Top Display Rules:

All exhibits are restricted to **6FT TABLE TOP DISPLAYS ONLY**. WEDI will provide a 6ft. draped table and 2 chairs at no additional charge. Space is limited at this venue. If you would like to purchase additional space, contact Kristin Fetterman, at kfetterman@wedi.org, or 703-391-2714. WEDI may be able to accommodate requests to purchase additional space approximately one month prior to the event.

Table Top Electric, AV, and Internet:

You may arrange with the hotel to have electricity, AV, and/or internet access available at your table.

- The AV, Internet, and electricity order form is attached to this email.
- Instructions for order submission are listed on the form.

Table Top Security:

The exhibit area CANNOT be secured overnight. You will want to take any valuables (laptops, etc.) with you when you leave at the end of the day.

Complimentary Registrations:

The following exhibit/sponsorship levels include one or more complimentary conference registrations:

Table Top Exhibitor: One complimentary registration

Silver, Gold, and Platinum Conference Sponsors: Two complimentary registrations

Reception Sponsor: One complimentary registration

Please fill out and submit the form below to secure your complimentary registrations, if applicable.

Table Top Workers:

Companies with table top exhibits are entitled to two complimentary booth worker registrations (which give you access to the exhibit area, luncheons, and the networking reception). If you need additional booth worker registrations, the cost is \$485. Be sure to register your booth workers at <http://www.wedi.org/forms/meeting/MeetingFormPublic/view?id=95260000001> or using the attached form, no later than Friday, October 30. If you would like to upgrade your booth worker pass to a full access pass, the cost is \$525.00.

Table Top Shipping:

Packages may be delivered to the hotel three (3) business days prior to the date of the function. Boxes should be labeled with the following information:

Renaissance Harborplace Hotel
Attention Event Manager: David Schaeffer
202 East Pratt Street
Baltimore, MD 21202
Hold For: Name of Guest and company name
WEDI Conference/November 16-20

The Hotel recommends that you email the Event Manager (David Schaeffer, David.Schaeffer@renaissancehotels.com) with the quantity, arrival date, shipper and tracking numbers at least one working day in advance of the delivery.

Company Literature Distribution Shipping:

If you have purchased the company literature distribution option, or if you purchased a sponsorship level that includes literature distribution (Silver, Gold, Platinum Conference Sponsors; Breakfast, Luncheon, Reception Sponsors), you should ship your materials as indicated below.

Materials should arrive on Friday, November 13. Label the box(es) as follows:

Renaissance Harborplace Hotel
Attention Event Manager: David Schaeffer
202 East Pratt Street
Baltimore, MD 21202
Hold For: Kristin Fetterman, WEDI
WEDI Conference/November 16-20

We recommend that you send us your tracking number on Thursday, November 12. This will assist WEDI staff if we have difficulty locating your package onsite.

We recommend that you ship 300 copies of your materials. Feel free to contact Kristin Fetterman at kfetterman@wedi.org for a more accurate figure a few weeks prior to the conference.

Please note that only boxes including your literature distribution should be addressed to Kristin Fetterman. All other packages should be addressed to your onsite company representative.



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COMPLIMENTARY EXHIBIT/SPONSOR REGISTRATION FORM

Organization Name:
Name: Nickname for Badge:
Title:
Address:
City: State: Zip:
Phone: Email:

REGISTRATION FEES FOR 2009WEDI FALL CONFERENCE (November 17-19, 2009):

Complimentary

PRE CONFERENCE EVENTS - Separate Registration Required

Expansion of Security and Privacy and Funding in the American Recovery and Reinvestment Act of 2009

Monday, November 16, 2009

7:45 AM - 5:15 PM

\$315 WEDI Member*

\$375 Non Member

Health IT Certification Pre-conference

Monday, November 16, 2009

8:00 AM - 4:45 PM

\$495.00 WEDI Member*

\$595.00 Non Member

*WEDI Member Discounts are available only to WEDI Corporate, Individual and Affiliate Members

Check PLEASE MAKE ALL CHECKS PAYABLE TO WEDI.

Amex Visa MasterCard

Account Number: Expiration Date:

Name on Card: Signature:

PLEASE COMPLETE AND RETURN VIA FAX, MAIL, OR EMAIL, NO LATER THAN OCTOBER 30, TO:

Kristin Fetterman, Vice President, Education and Industry Outreach
WEDI, 12020 Sunrise Valley Drive, Suite 100, Reston, VA 20191
703/391-2714 (phone); 703/391-2759 (fax); kfetterman@wedi.org



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EXHIBIT BOOTH WORKER REGISTRATION FORM

Each table top exhibit receives two complimentary booth worker registrations. Additional booth worker registrations are \$485.00 each. Full conference attendees may also work the booth.

Organization Name:
Name: Nickname for Badge:
Title:
Address:
City: State: Zip:
Phone: Fax:
Email:

BOOTH WORKER REGISTRATION FEES FOR 2009 WEDI NATIONAL CONFERENCE (November 17-19, 2009)

- Complimentary for the first two booth workers
\$485.00, for each additional booth worker over and above the two comp. passes
\$525.00, booth worker upgrade to full conference pass

PRE CONFERENCE EVENTS - Separate Registration Required

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Monday, November 16, 2009
7:45 AM - 5:15 PM

- \$315 WEDI Member*
\$375 Non Member

Health IT Certification Pre-conference Event
Monday, November 16, 2009
8:00 AM - 4:45 PM

- \$495.00 WEDI Member*
\$595.00 Non Member

*WEDI Member Discounts are available only to WEDI Corporate, Individual and Affiliate Members

Check (Payable to WEDI) Amex Visa MasterCard

Account Number: Expiration Date:

Name on Card: Signature:

PLEASE COMPLETE AND RETURN VIA FAX, MAIL, OR EMAIL, NO LATER THAN OCTOBER 30, TO:

Kristin Fetterman, Vice President, Education and Industry Outreach
WEDI, 12020 Sunrise Valley Drive, Suite 100, Reston, VA 20191
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