

MHCA

Fall Health Care Conference

Exhibit, Sponsorship & Advertising Media Opportunities

October 27-29, 2026

Samoset Resort

Rockport, Maine

Networking & Marketing

We cordially invite you to exhibit at our annual Fall Health Care Conference & Expo. MHCA's fall conference combines education of conference attendees – through seminars and the opportunity to view new products and services – with networking opportunities, which affords exhibitors the opportunity to market their products and services.

The key staff that attend the educational sessions include:

- Owners
- Administrators/Executive Directors
- Department heads, nurse leaders, social workers, therapists, consultants and other facility personnel.

In addition to structured marketing opportunities (exhibition booths), MHCA gives exhibitors other opportunities to interact with attendees in more casual ways:

- Mike McNeil Scholarship Fund Golf Tournament (pg.6)
- Early Bird Dinner (Tuesday evening)
- Connection Reception & Dinner (Wednesday evening)
- Luncheons on both days

We value our exhibitor support and strive to make it a productive and enjoyable experience for all. Please do not hesitate to contact Dianne Chicoine, Exhibit/Sponsorship/Golf Tournament Coordinator/Auction, at the Association office Tel: 207.623.1146 Ext. 201 or dchicoine@mehca.org.

List of important deadlines on page 9.

Maximize your exposure with advertising and sponsorship opportunities (see pages 3-7)

Exhibit Attendance & Hours

Set-up/Reset Times:

Tuesday: 1:00 p.m. – 5:00 p.m.
Wednesday: 7:00 a.m. – 10:30 a.m.
Thursday: 8:00 a.m. – 10:30 a.m.

Exhibit Hall Hours:

Wednesday and Thursday: 11:00 a.m. – 1:00 p.m.

Dismantle Exhibits:

Thursday: Between 1:30 p.m. – 3:30 p.m.

Exhibit Booth Rates & Features

Booth Sizes / Fees:	4'x8'	6'x8'	8'x10'
MHCA Members	\$700	\$850	\$1000
GPO Vendor	\$700	\$850	\$1000
Non-Member	\$1100	\$1275	\$1500
LTC Stakeholders (Booths 70-73)	\$500		

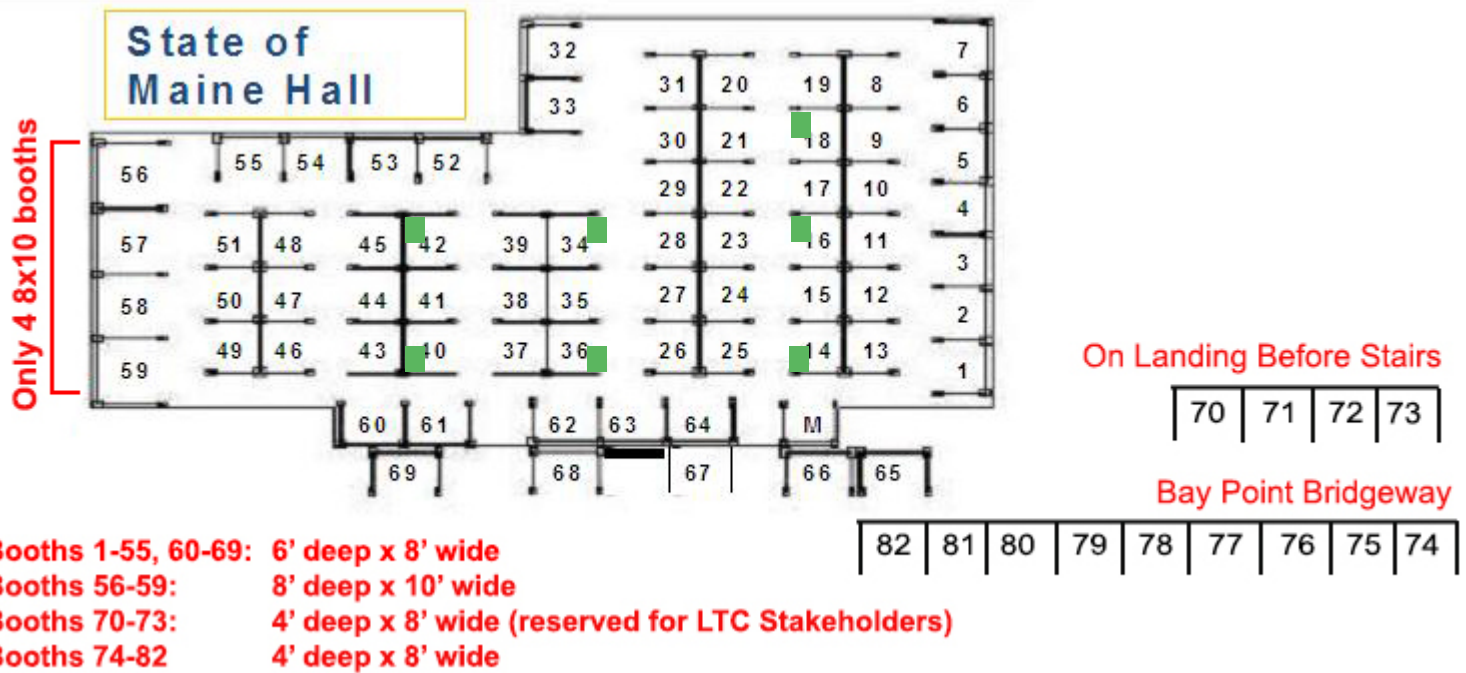
Eligibility criteria for GPO Vendor and MHCA Member rates:

- **GPO Vendor** rate applies to participating vendors of MHCA Business Services/Provista/Vizient group purchasing program.
- **MHCA Member** rate applies to organizations in good standing for current fiscal year **AND** fiscal year 2026-2027, as the conference takes place in FY 2026-2027. **Organization is subject to billing at non-member rate if membership is terminated.**

There are many benefits for Associate Organizational members. Dues are \$700 annually. To see what your membership includes, [click here](#). **New Associate Organizational members are required to prepay 2026-2027 membership dues at time of registration.**

INCLUDED WITH EACH BOOTH PURCHASED:

- Primary Booth rep receives Day 1 (lunch/dinner) and Day 2 (breakfast/lunch) Meal Packages. Additional fees for Early Bird Dinner (Tuesday evening) and Breakfast (Wednesday). **Meal packages are required for all onsite representatives per day attending.** For those needing multiple booths, **one Day 1 and Day 2 Meal Packages are included with each booth purchased.**
- Attendees list to be sent electronically 1 week prior to conference opening.
- Company listing in the Directory & Buyer's Guide.
- Ability to attend educational sessions.
- Exhibit area game to increase attendee engagement with vendors (see page 3 for more information).
- See page 2 for exhibitor hall layout.
- See page 7 for Booth Package Content for signage, hall decor, booth equipment information, as well as Expo Rules & Regulations.



■ Approximate location of posts (not to scale)

M = MHCA Exhibitor Registration Desk

For a list of available booths and current exhibitors, please [click here](#).

Booth Sizes / Floor Plan

Booth size choices and locations:

- Main Exhibit Hall: 6' x 8' - Booths 1-55, 60-64
- Main Exhibit Hall: 8' x 10' - Booths 56-59
- Hall Outside Main Exhibit Hall: 6' x 8' - Booths 65-69
- Landing Before Stairs: 4' x 8' - Booths 70-73 **RESERVED for LTC Stakeholders.**
- Bay Point Bridgeway: 4' x 8' - Booths 74-82 These booths will be offered as overflow if needed.

All dimensions and locations shown on the official floor plan are believed, but not guaranteed, to be accurate. MHCA reserves the right to make such modifications as may be necessary to meet the needs of the exhibitors and the exhibit program.

Hotel Accommodations

While MHCA reserves all hotel rooms at the Samoset Resort, the hotel does not have enough rooms to accommodate the 400 to 500 individuals who register for our conference.

We have made arrangements with the following local hotels to accommodate the overflow of attendees, as well as be the primary hosts for our exhibitors.

Rockland Harbor Hotel

520 Main St, Rockland, ME
207-594-2131

www.rocklandharborhotel.com

\$169/night for a balcony view

Strawberry Hill Seaside Inn & Island View Inn

886 Commercial St, Rockport, ME
207-594-5462

<https://strawberryhillseasideinn.com/island-view/>

\$189/night

For the above hotels, exhibitors should book their rooms by calling the hotel directly and saying they're with MHCA. If you book online, you MUST use the hotel website and not a 3rd party app like Expedia, etc. When booking on the hotel website, there should be a comment box where you indicate that you are with MHCA. The hotel will adjust the rate accordingly.

Lord Camden Inn and 16 Bay View Hotel (part of the Bayview Collection) are offering a 15% discount on their rates. Lord Camden Inn: (207) 236-4925 / 16 Bay View Hotel: (207) 706-7990 *Contact the hotel location directly and say you are with Maine Health Care Association. The discounted rates are not available online.*

For a list of local accommodations, [click here](#).

Annual Sponsors are guaranteed access for 1 or 2 reps to onsite hotel accommodations at the Samoset (room fees to be paid by sponsor). See annual sponsorship packages for more details.

Maximize Your Exposure: Advertising and Sponsorship opportunities

Directory/Buyer's Guide

The Directory is a great way to gain ongoing exposure after the conference has ended. This year's Directory will be printed and distributed onsite at conference. An electronic copy will be available and distributed to all MHCA members after the conference. Attendees and exhibitors receive 1 complimentary copy. **NOTE: Most sponsorship levels receive complimentary ads (see pages 4 and 6).**

Pricing:

Quarter Page Ad (4.5" w x 1.5" h)

Black/white: \$100 OR Color: \$125

Half Page (4.5" w x 3.5" h)

Black/white: \$175 OR Color: \$225

Full Page (4.5" w x 7" h)

Black/white: \$250 OR Color: \$325

Features of this valued publication include:

- A complete listing of all Maine long term care facilities by county - MHCA members are differentiated;
- A listing of all organizational members of MHCA
- A directory of important governmental and regulatory agencies and contacts;
- An advertising/buyer's guide showcasing vendors of long term care services and products - indexed by type of business;
- A listing of Fall Conference Exhibitors;
- With the electronic publication, we added navigational features, like bookmarks, for ease of finding information and facility listings. We also hyperlink to websites and email addresses.

Specifications:

- Sized, camera-ready advertisements are preferred;
- Electronic file format preferences (300 dpi): tif, jpeg, PDF. Be sure to collect fonts for PDFs.
- If artwork is not camera-ready, we can produce your advertisement from business cards, letterhead or other copy you provide.

Deadline: Email ads to dchicoine@mehca.org. All ads must be received by **August 28**.

Exhibit Area Game

To promote networking in the Exhibit Hall, conference attendees participate in an MHCA-sponsored game that makes them eligible for prize drawings at the conclusion of exhibit hours on each day. While individual prizes may be drawn at your booth, we strongly encourage you to donate a prize to the MHCA prize drawings. Attendee names are drawn at random during a live drawing announced over the sound system in the exhibit hall. MHCA staff will designate the day a prize will be drawn in order to ensure fair distribution of all prizes over the two days. If you choose to host a prize drawing at your booth, a representative from the exhibiting company must be present for the drawing and to present the prize to the winning individual. Examples of company prizes include gift certificates to various retail stores/restaurants, themed gift baskets, electronics, office supplies, plants/flowers. Deadline: Any company offering a prize(s) must notify MHCA no later than **September 25**.

Fundraising Auction Donation

We will be holding our annual fundraising ticket auction on the evening of Wednesday, October 28.

What is a Ticket Auction? At the Auction, tickets will be sold to participants in allotments of 10 tickets each purchase. The participant then distributes their individual tickets into containers for each item they are interested in winning by random drawing. Tickets are pulled live during the Connection Reception & Dinner so companies receive recognition on the spot. It is lots of fun!

Examples of auction items include gift certificates to various retail stores/restaurants/hotels, travel packages, themed gift baskets, electronics, artwork, designer handbags, golf packages and equipment, jewelry, etc. Deadline: While items will be accepted on the day of the auction, we kindly request that you notify us of your intent to donate an item by **September 25**.

Back by popular demand, we will be hosting a **Halloween Costume Contest** again this year. Exhibitors are encouraged to participate. Awards will be given out for Best Costume, Best Group Costume and Most Creative Costume. Contest sponsorship opportunity on page 4.

Conference Sponsorships

<p>Event - \$2,500 1 Available</p>	<p>Quality Awards & Workshop - \$2,000 / 1 Available</p>	<p>Lanyards - \$1,500 1 available</p>
<ul style="list-style-type: none"> • One 6x8 booth • Pre-recorded ad spot included in sponsorship highlight on opening both Day 1 and Day 2 (1 minute in length) • Logo on brochure • Sponsorship badge ribbon • Listing on conference sponsor sign and attendee onsite event materials • Full-page, color ad and sponsor page listing in annual Directory & Buyer's Guide • Complimentary copy of Directory & Buyer's Guide • Listing on sponsorship page in Annual Report 	<ul style="list-style-type: none"> • Opportunity for sponsor representative to address attendees and introduce award presentors • Premium Ad signage on awards table and at workshop • Logo slide as part of presentations at awards ceremony and workshop • Listing on brochure • Sponsorship badge ribbon • Listing on conference sponsor sign and attendee onsite event materials • Sponsor page listing in annual Directory & Buyer's Guide • Listing on sponsorship page in Annual Report 	<ul style="list-style-type: none"> • Listing on brochure • Logo/company name on lanyard • Sponsorship badge ribbon • Listing on conference sponsor sign and attendee onsite event materials • Sponsor page listing in annual Directory & Buyer's Guide • Listing on sponsorship page in Annual Report
<p>Seminars - \$500 each 34 of 35 available</p>	<p>Halloween Costume Contest \$500 / 1 available</p>	<p>Water Bubblers Units \$750 / 2 available</p>
<ul style="list-style-type: none"> • Listing on brochure seminar information • Premium Ad signage at seminar session • Sponsorship badge ribbon • Listing on attendee onsite event materials • Sponsor page listing in annual Directory & Buyer's Guide • Complimentary copy of Directory & Buyer's Guide • Listing on sponsorship page in Annual Report 	<ul style="list-style-type: none"> • Listing on brochure • Logo tag on awards' gift bags (<i>sponsor may contribute promotional items, if desired</i>) • 2 reps serve as honorary judges • Sponsorship badge ribbon • Listing on attendee onsite event materials • Sponsor page listing in annual Directory & Buyer's Guide • Listing on sponsorship page in Annual Report <p><i>The contest will be held Wednesday evening. Trophies and gift bags will be presented to winners in 3 categories: Best Costume, Best Group Costume, Most Creative Costume.</i></p>	<ul style="list-style-type: none"> • Listing on sponsorship signage at water units locations (10 units, 5 per sponsor/locations rotate on 2nd day) • Sponsorship badge ribbon • Listing on attendee onsite event materials • Sponsor page listing in annual Directory & Buyer's Guide • Listing on sponsorship page in Annual Report
<p>Refreshment Breaks \$400 / 3 of 4 available</p>		
<ul style="list-style-type: none"> • Listing on brochure break info. • Listing on sponsorship signage at refreshment break station • Sponsorship badge ribbon • Listing on attendee onsite event materials • Sponsor page listing in annual Directory & Buyer's Guide • Listing on sponsorship page in Annual Report 		

Sponsorship Deadlines:

July 10 to be recognized in the initial conference brochure sent (if applicable); subsequent brochures will be updated accordingly. All sponsorships must be received by **September 25**.

All sponsorship fees are only refundable until July 10, 2026, without penalty unless any expenses have been incurred up to the effective date of the postponement or cancellation. The expenses will then be withheld from the refund including, without limitation, any marketing collateral that has been purchased as part of the sponsorship agreement.

Annual Sponsorships (October 1 - September 30)

Platinum - \$10,000	Gold - \$7,500	Silver - \$5,000	Bronze - \$3,000
<p>Fall Conference:</p> <ul style="list-style-type: none"> • One 6x8 booth • Logo on brochure and bag • Sponsorship badge ribbon • Logo on conference email communication and packet materials • Listing on conference sponsor sign • 2 representatives will have guaranteed access to onsite hotel accommodations at the Samoset (room fees to be paid by sponsor) <p>All Special Events & Conferences</p> <ul style="list-style-type: none"> • Logo on event materials • Recognition at all events <p>Education Programs:</p> <ul style="list-style-type: none"> • Logo on event materials • Premium Ad featured on PowerPoint Slide at start of events • Invited to attend 2 educational programs per year <p>Communications:</p> <ul style="list-style-type: none"> • Logo on website, weekly newsletter, and Annual Report • Premiere placement of full-page, color ad and logo on sponsor page in annual Directory & Buyer's Guide • Complimentary copy of Directory & Buyer's Guide • Associate Organizational Membership (\$700 value) 	<p>Fall Conference:</p> <ul style="list-style-type: none"> • One 6x8 booth • Logo on brochure and bag • Sponsorship badge ribbon • Listing on conference email communication and packet materials • Listing on conference sponsor sign • 2 representatives will have guaranteed access to onsite hotel accommodations at the Samoset (room fees to be paid by sponsor) <p>Assisted Living Conference and Remember ME:</p> <ul style="list-style-type: none"> • Logo on event materials <p>Education Programs:</p> <ul style="list-style-type: none"> • Logo on event materials • Premium Ad featured on PowerPoint Slide at start of events • Invited to attend 2 educational programs per year <p>Communications:</p> <ul style="list-style-type: none"> • Logo on website, weekly newsletter, and Annual Report • Full-page, color divider tab ad and logo on sponsor page in annual Directory & Buyer's Guide • Complimentary copy of Directory & Buyer's Guide • Associate Organizational Membership (\$700 value) 	<p>Fall Conference:</p> <ul style="list-style-type: none"> • One 6x8 booth • Listing on event brochure • Sponsorship badge ribbon • Listing on conference packet materials • Listing on conference sponsor sign • 1 representative will have guaranteed access to onsite hotel accommodations at the Samoset (room fees to be paid by sponsor) <p>Excellence in LTC and Leadership Symposium:</p> <ul style="list-style-type: none"> • Logo on event materials <p>Education Programs:</p> <ul style="list-style-type: none"> • Premium Ad featured on PowerPoint Slide at start of events <p>Communications:</p> <ul style="list-style-type: none"> • Logo on website • Listing on weekly newsletter and Annual Report • Full-page, color divider tab ad and logo on sponsor page in annual Directory & Buyer's Guide • Complimentary copy of Directory & Buyer's Guide • Associate Organizational Membership (\$700 value) 	<p>Fall Conference:</p> <ul style="list-style-type: none"> • One 6x8 booth • Listing on event brochure • Sponsorship badge ribbon • Listing on conference packet materials • Listing on conference sponsor sign • 1 representative will have guaranteed access to onsite hotel accommodations at the Samoset (room fees to be paid by sponsor) <p>Education Programs:</p> <ul style="list-style-type: none"> • Static Logo Ad featured on PowerPoint Slide at start of events <p>Communications:</p> <ul style="list-style-type: none"> • Logo on website • Listing on weekly newsletter and Annual Report • Full-page, color ad divider tab ad and logo on sponsor page in annual Directory & Buyer's Guide • Complimentary copy of Directory & Buyer's Guide • Associate Organizational Membership (\$700 value)

Examples of Premiere Ad/PowerPoint Slide

Ad Specs:

7.5"w x 4.25"h, 300dpi, jpeg format



Help our long term care employees pursue their career and educational goals!

Annual Mike McNeil Scholarship Fund Golf Tournament Fundraiser

October 27, 2026 at the Samoset Resort, Rockport, Maine
10:00 a.m. shotgun start, 9:15 a.m. registration

Play: \$150 per person (Don't have a team? MHCA will pair you with golfers.) *Fee includes boxed lunch and green/cart fees for this beautiful 18-hole course.*

Sponsor: Choose from a variety of sponsorship opportunities to give your company flexibility and visibility.

Prizes: Individual and team awards **PLUS a chance to win \$10,000 for Hole in One!**

Raffles: Raffles for prizes and 50/50.

Proceeds from the tournament benefit the Scholarship Fund. To date, the Fund has awarded \$100,000 to more than 158 students pursuing careers in long term care. Fund administered by MHCA in partnership with BerryDunn.



*"I feel blessed to love my job and be passionate about it and want to be the best."
- Melissa, CNA*

Although your sponsorship payment does not qualify as a tax-deductible charitable contribution, this sponsorship may be tax-deductible as an ordinary trade or business expense under IRC Section 162. None of the payment will be utilized for lobbying or political purposes. Please consult your tax advisor.

Swag Bag Sponsor \$1,500 / 1 Available	Hole in One Sponsor \$1,500 / 1 Available	Hole Sponsor \$500 / 17 Available	Raffle Prize Donations
<ul style="list-style-type: none"> • Two person team entry • Listing on tournament literature and signage • Logo on swag bag • Premium Ad featured on PowerPoint Slide prior to keynote • Listing on conference sponsor sign and packet materials • Sponsorship level signage for booth • Listing on sponsor page in annual Directory & Buyer's Guide and Annual Report 	<ul style="list-style-type: none"> • Two person team entry • Listing on tournament literature and signage • Logo on designated hole for Hole in One (#7) • Premium Ad featured on PowerPoint Slide prior to keynote • Listing on conference sponsor sign and packet materials • Sponsorship level signage for booth • Listing on sponsor page in annual Directory & Buyer's Guide and Annual Report 	<ul style="list-style-type: none"> • Individual entry • Listing on tournament literature and signage • Logo on hole sign • Logo on Hole Sponsor PowerPoint Slide prior to keynote • Listing on conference sponsor sign and packet materials • Sponsorship level signage for booth • Listing on sponsor page in annual Directory & Buyer's Guide and Annual Report 	<ul style="list-style-type: none"> • Listing on tournament literature and signage • Listing on sponsorship slide shown prior to opening remarks • Listing on conference sponsor sign and packet materials

Looking for another way to support the Fund?

Consider making a monetary contribution to the Fund. No gift too small! Make check payable to MHCA, with MMSF in the memo line, to MHCA, 317 State Street, Augusta, ME 04330

Expo Rules & Regulations

Booth Assignment

Space will be assigned based on a first come, first paid basis, with consideration to the number of booths requested, the proximity of space to competitors and special exhibit requirements. When possible, MHCA will accommodate the exhibitor's booth choices in order of preference. Notwithstanding the above, MHCA reserves the right to make and/or change location assignments at any time as it may in its sole discretion deem necessary.

The booth purchased by the exhibitor is for the exclusive use of the legal entity signing this contract. Individuals and companies offering goods or services that have chosen **NOT** to purchase a booth are prohibited from soliciting business in any manner in the exhibit area.

Payment, Refund & Cancellation Policies

The total amount for exhibit space is due upon the reserving of space and signing of the contract. If an exhibitor finds it impossible to attend, and a letter (email is acceptable) is sent to the exhibitor coordinator (Dianne Chicoine at dchicoine@mehca.org) by 5:00 p.m., **August 28, 2026**, the exhibitor will be charged an administrative fee of \$100 per booth and the balance of the booth price will be refunded. No refunds for any portion of the booth fee or meals will be made after August 28; exhibitors who purchase booths after August 28 are not entitled to any refund. **Please note, membership dues are nonrefundable.*

All sponsorship fees are non-refundable after **July 10, 2026**, as marketing collateral and promotions expenses have been incurred up to the effective date.

In the event that a situation should arise where MHCA postpones or cancels the Conference for any reason, the following cancellation policy will take effect:

- If the Conference is moved from the original date to a new date within the same calendar year (or from in-person to virtual) and the exhibitor cannot attend the new dates; a full refund (not including dues) will be granted or the exhibitor will have the opportunity to apply their funds to the following year's show dates.
- If the Conference is cancelled completely and will not take place within the same calendar year, a full refund (not including dues) will be granted or the exhibitor will have the opportunity to apply their funds to the following year's show dates.

Checks returned for insufficient funds will be charged a \$50.00 fee. A surcharge of \$35.00 will be charged for all onsite service requests, including electrical and meals, with payment due at request.

Eligible Exhibits & Restrictions

MHCA reserves the right to accept or reject without reason any Exhibit Contract received. MHCA also reserves the right of exhibit space reassignment and reserves the right to cancel this contract, whenever it discovers that exhibitor's product is not as described in this contract or is incompatible with the purposes of the Trade Show. Contract for space may also be cancelled if MHCA deems the exhibitor's demeanor inappropriate or disruptive.

Booth Package Content

- Exhibit Hall is carpeted (multi-colored)
- Booth Drape: 8' high flameproof backwall drape; 3' high flameproof side rail drape (provided)
- Booth Sign: 12" x 47.2" booth identification sign – booth number and company name.
- One decorated table with choice of size: 3' or 4' Round, or 6' Rectangle (tablecloth covering all sides).
- Chairs (2 each) and wastebaskets (1 each) provided to each booth
- Booth cleaning - vacuum/general maintenance - on **Wednesday, October 28** (before 10:00 a.m. by Samoset staff)

Exhibitor may request additional items at their expense through the Official Drayage Company: Wallace Tents: Tel: 207.667.6000.

Exhibitor Personnel/Badges

Prior to the exposition opening, each exhibiting firm or organization shall supply MHCA with the name and title of individuals who are responsible for the installation, staffing, and removal of said exhibit.

All exhibitor representatives MUST purchase a Badge/Meal Package for the days they will be onsite. See registration form.

Admission to Exhibit Hall

Exhibitors may pick up their badges at the MHCA Exhibitor Registration Desk. Badge wearing exhibitors may enter the exhibit hall before show opening during set-up hours (see page 1). If further access is required when exhibit area is closed, special permission must be secured from MHCA.

Use of Display Space

The Exhibitor agrees that all exhibit space will be kept neat and orderly at all times, and will be operated in a professional manner and in accordance with MHCA policies and all hotel rules and regulations related to the use of the facility and the exhibit hall space. Exhibitor must keep the exhibit booth open and staffed at all times during show hours. **If an exhibiting company leaves early, MHCA reserves the right to assess a penalty of \$200, payable upon registering for a subsequent show.**

No exhibits will be permitted that interfere with the use of other exhibits, impede access to them, or impede free use of the aisles.

The exhibitor agrees not to assign, sublet or apportion space or any part thereof allotted to the exhibitor, and not to exhibit, advertise, or offer for sale goods other than manufactured or sold by the exhibitor in the regular course of business, except as permitted by MHCA.

The Exhibitor must surrender rented space in the same condition it was at commencement of occupation. The Exhibitor or his agents shall not injure or deface any part of the building where the exposition is held, the booths or the equipment, tablecloths or furniture of the booth, or any property of other exhibitors or MHCA. When such damage appears, the Exhibitor shall be liable to the owners of the property so damaged. Each exhibitor must have their booth space(s) clean of all materials before they leave the exhibit hall.

Liability

The exhibiting company assumes complete responsibility and liability for all loss, damage, or destruction of the exhibiting company and its representatives and all property of the Samoset Resort and/or Wallace Events used by the exhibiting company and exhibiting representatives of property brought upon the Samoset Resort's premises on the company's and representatives' behalf. The exhibiting company and its representatives assume full responsibility and liability for all injury to any and all persons, property or in any way connected with the exhibiting company's display caused by the exhibiting company, representatives, agents or employees. Each exhibiting company and its representatives, agents and employees expressly releases the Samoset Resort and the Maine Health Care Association against any and all claims for such injury, loss or damage. Said responsibility in the event of loss, is solely that of the exhibiting company and its representatives, agents and employees. The Maine Health Care Association and the Samoset Resort are not responsible for personal/company property or materials when a booth is left unattended. Nothing contained herein will in any way limit or prevent the exhibiting company, agents and employees from purchasing liability insurance to protect themselves against the loss or damage outlined above.

Shipping To & From Samoset

Exhibitors may send shipments directly to the Samoset Resort, however, advance shipments to the hotel cannot be received prior to **Thursday, October 22**. Shipments should be sent to the following address: Catering Sales Manager, Paul Clement, Samoset Resort, 220 Warrenton Street, Rockport, ME 04856. Please contact Matthew Caswell, Purchasing, at the Samoset if you plan to ship any large or unusual item(s) at purchase@samoset.com or 207.593.1586. To ensure proper delivery the following information must be included on all items shipped to the Resort: Company Name, Title of Event (MHCA Fall Health Care Conference & Expo), Date of Event: October 27-28, 2026 Name of Resort Guest and guest arrival date, Phone Number for Guest shipping materials; Resort Name and Address with Attention: Guest Name & Arrival Date. The Resort will deliver packages to booths. Samoset Tel: 207.594.2511.

Any materials shipped upon conclusion of event are the responsibility of the client. These materials must be properly packaged and labeled appropriately and include all proper destination information including shipping labels and shipping account numbers. Exhibits and packages which are properly labeled as stated above can be left in booths for the resort to pick-up for shipping at conclusion of event at no additional service charge.

Fire Regulations

All aisle space and exit doors are not to be blocked. All exhibit materials used in the exhibit arena must be nonflammable and conform with Maine regulations and proof of such must be presented upon request. Electrical wiring and equipment installation must conform to appropriate Maine codes. Material not in compliance with such regulations will be removed immediately at the exhibitor's expense. Machines, motors or any kind of equipment may be operated only by contacting Paul Clement, Catering Sales Manager, Samoset Resort (207.594.2511).

Electrical Service

Electrical service is not included as part of your booth package. If you require electrical service, please indicate on the contract form. **Onsite order will be assessed an additional \$35.00 fee.**

Furniture Rental Items

All furniture (i.e. extra chairs, extra tables, etc.) must be ordered through the official exhibit decorator. Official Drayage Company: Wallace Tents: Tel: 207.667.6000 **Contact company directly.**

Entrance/Exit Procedures

Exhibitors may load-in/load-out materials to the exhibit hall by use of the loading door. Exhibitors must not block the entrance and once unloaded/loaded must remove their vehicles to designated parking. Except for the times listed under Exhibitor Attendance & Hours, the Exhibit Hall will be closed to all exhibitors and attendees. Hotel staff/security will not permit anyone into the Exhibit Hall unless authorized by MHCA.

Food/Beverage Giveaways

Candies, fruit, small coffee/tea machines are allowable at the booth. Any large industrial food or beverage dispensed or given away at an exhibit booth requiring such services as heat, ice, water or refrigeration must be purchased from or with the consent of the Samoset Resort. All exhibitors are responsible for keeping their booth/immediate common area free of litter generated by their company materials/samples. Exhibiting company is not permitted to host their own individual food function at their booth nor in the exhibit arena at any time during the trade show.

Internet Service

The Samoset Resort offers wireless internet services. Please see front desk at time of registration to get code.

Important Deadlines:

July 10

- Sponsorship fees are refundable until July 10, 2026, without penalty unless any expenses have been incurred up to the effective date of the postponement or cancellation. The expenses will then be withheld from the refund including, without limitation, any marketing collateral that has been purchased as part of the sponsorship agreement.
- To be recognized in the initial conference brochure sent (if applicable); subsequent brochures will be updated accordingly.

August 28:

- Directory/Buyer's Guide ad must be received (*see page 3 for specs/pricing*).
- Requests for refund on exhibitor booth must be received in writing by 5:00 PM this day (*see full policy on page 7*).

September 11

- Registration required by this date.

September 25

- All sponsorships must be received by this date.
- Notify MHCA of exhibit area game prize offered.
- Notify MHCA of auction donation to be included on published list of donors. We accept donations onsite at the event.

October 2

- The total amount for exhibit space is due upon the reservation of space and signing of the contract. Any balances must be paid by this date (*see page 7 for more details*).

October 22

- Exhibitors may send shipments directly to the Samoset Resort, however, advance shipments to the hotel cannot be received prior to this date (*see page 8 for shipping to and from the Samoset*).

QUESTIONS?

Contact Dianne Chicoine,
Exhibit/Sponsorship/PAC Auction/
Golf Tournament Coordinator
(207.623.1146 or dchicoine@mehca.org)