

Prospectus

In-person or virtual

26th Annual

Compliance Institute

In-person • March 28–31, 2022 • Phoenix, AZ

Virtual • March 29–31, 2022

- Promote your products and services
- Connect with customers
- Generate new leads

Dear Business Partner,

You are invited to sponsor and/or exhibit at the 26th Annual Compliance Institute (CI). This year, we are offering our attendees an in-person, live event in combination with a virtual learning experience, and we are excited to share the sponsorship and exhibiting opportunities we have planned.

Throughout these pages, you'll find the information that matters most when considering an exhibiting and/or sponsorship opportunity for your organization. Please review the content provided here, and if you have questions, reach out to me personally. I look forward to working with you!



Sincerely,
Lori Dahmes
Exhibitor Account Executive
952.567.6213
lori.dahmes@corporatecompliance.org

HCCA is always looking for new and innovative ways for our partners to realize ROI on their sponsorship investments. If you don't see a sponsorship opportunity in this guide that fits your needs and have a unique idea that you'd like to discuss, please reach out.

How to become an exhibitor and/or sponsor in three easy steps



About the event

HCCA's Compliance Institute provides a unique opportunity to promote your organization's product or services to a highly targeted and qualified audience. As one of the largest healthcare compliance events in the U.S., the Compliance Institute attracts more than 1,600 industry leaders, decision-makers, and influencers from across the country. Our attendees are most likely to include people who fall into your desired target market.

The Compliance Institute's exhibiting, sponsoring, and advertising opportunities can help you to:

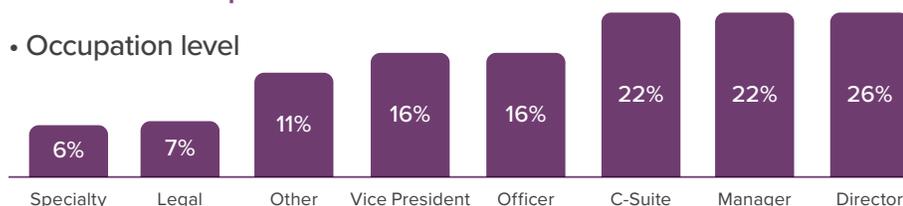
- Gain high visibility and name recognition with healthcare compliance professionals across the country
- Develop relationships with new prospects to generate leads and strengthen ties with existing clients
- Heighten your credibility through close association with the largest organization of its kind

Who attends

- Healthcare compliance officers and risk managers
- Healthcare senior executives and leaders, including CEOs and CFOs in hospitals, medical groups and IPAs, ancillary providers, long-term care organizations, and health plans
- Members of the board of trustees of healthcare enterprises
- Institutional chief information officers
- Coding and billing specialists
- Physicians and other health professionals
- Healthcare consultants and attorneys
- Healthcare regulators and other government personnel
- Privacy officers and other professionals handling healthcare privacy issues
- Health information management specialists
- Nurse managers and executives
- Staff educators and trainers

Attendee snapshot

• Occupation level



Data reflected from attendee data collected during the 2019 Compliance Institute.

Dates and times

Exclusive exhibit hall hours

Monday, March 28

Welcome Reception
4:30–6:00 PM

Tuesday, March 29

Continental breakfast:
7:00–8:00 AM

Coffee break: 9:15–9:45 AM

Coffee break: 10:45–11:15 AM

Dessert: 12:15–1:30 PM

Coffee break: 2:30–3:00 PM

Coffee break: 4:00–4:30 PM

Social event: 5:30–6:30 PM

Wednesday, March 30

Continental breakfast: 7:15–8:15 AM

Coffee break: 9:30–10:00 PM

Dessert: 11:00 AM–12:15 PM

About HCCA

Health Care Compliance Association® (HCCA) is a member-based association for healthcare compliance professionals. Serving more than 11,500 members across the country, we're dedicated to enabling the lasting success and integrity of those working in, working with, or supporting healthcare organizations.

Our services:

- 50+ local and virtual conferences per year
- Weekly webinars
- *Compliance Today*®, our monthly magazine for members
- *The Compliance & Ethics Blog* and *Compliance Perspectives* podcast
- *Compliance Weekly News (CWN)*, our weekly email newsletter
- *HCCAnet*, our thriving online social network

Why exhibit

In-person exhibitor benefits

- HCCA’s Compliance Institute exhibit hall is strategically designed to draw in your target audience; opening reception and conference social event, continental breakfasts, and refreshment breaks will take place in the exhibit hall
- 8’ high back drape / 3’ high side dividers
- Two exhibit staff badges per 10’ x 10’ space. Additional staff badges may be purchased for \$450
- Two reduced rate attendee conference registrations per 10’ x 10’ space purchased at \$899 each
- Company name, website address, and link to online company description (90 words max) on conference webpage under sponsors and solution providers
- Virtual presence on the Digitell online platform that includes company description and banner, and the option to provide links to resources, videos, website hyperlink, and booth personnel emails and pictures
- Post-conference attendee list for a one-time postal mailing (does not include email addresses) with signature on List Use Agreement; post-conference list must be used within 45 days of the end of the conference

Exhibitor pricing

10' x 10' booth	\$2,995
10' x 10' corner booth.....	\$3,395
20' x 20' island booth	\$11,995

- Includes 2 exhibit hall passes per 10’ x 10’ space; additional exhibit hall only passes \$450 each
- Includes a virtual presence on the Digitell virtual platform
- Please note: The 2022 conference will be held in the Phoenix Convention Center and the exhibit hall is not carpeted. You are required to provide your own carpet or order carpet through Freeman.

Price guarantee

- 10% discount off listed exhibitor pricing if less than 80% of 1,000 total participation*
- 25% discount off listed exhibitor pricing if less than 60% of 1,000 total participation*
- 50% deposit due with the application. We will invoice for the final payment one week prior to the conference based total participants* as of Monday, March 21, 2022, at 9:00 AM CST.

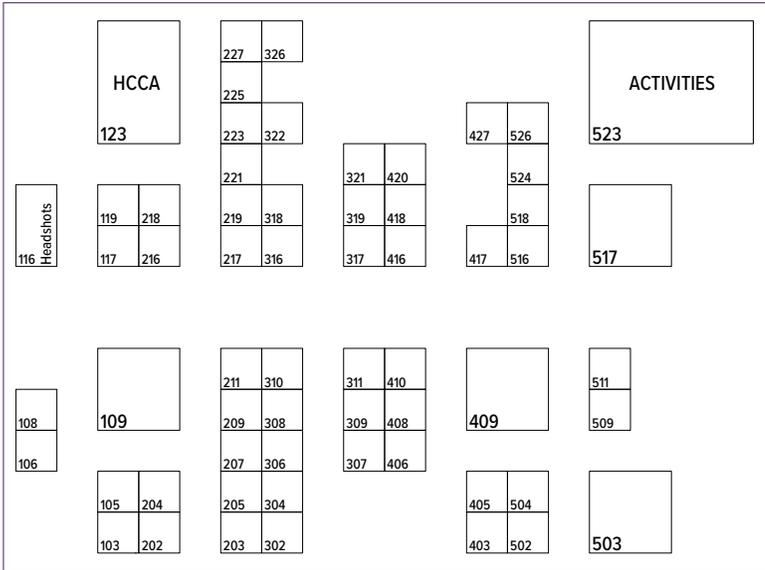
**Participation is defined as paid attendees + speakers*

Payment terms

A 50% deposit is required for all booth rentals and sponsorships. Balance must be paid in full and received by HCCA by March 25, 2022. Cancellation fee for exhibit and/or sponsorships is 50% of the deposit if cancelled before February 25, 2022. No refunds will be made after this date. Deposits are non-refundable.

The average number of leads collected by those companies renting lead retrieval devices in 2019 was 107.

Exhibit area



American Health Law Association.....	207	Imprivata.....	405
Ankura.....	427	IPRO.....	509
Arete Compliance.....	403	Kchecks.....	311
Arizona State University Edson College.....	221	Loyola University Chicago School of Law.....	306
Arizona State University School of Law.....	219	MCN Healthcare.....	211
Bottomline Technologies.....	319	MD Ranger Inc.....	308
Carnahan Group, Inc.....	322	Meditology Services.....	321
CBIZ KA Consulting Services, LLC.....	209	MedTrainer.....	223
Clearwater.....	202	MRO.....	410
Coker Group.....	217	Ntracts.....	225
Compliatric.....	117	OneTrust Convercent.....	503
Crowe Healthcare Risk Consulting, LLC.....	326	Pinnacle Healthcare Consulting/PERCS.....	304
CynergisTek, Inc.....	106/108	Protenus.....	205
Diligent Corporation.....	307	Protiviti.....	420
DoctorsManagement, LLC.....	516/518	ProviderTrust.....	409
DueNorth Security.....	524	PYA.....	316/318
Eide Bailly, LLP.....	416	RadarFirst.....	204
FTI Consulting.....	417	Revenue Cycle Coding Strategies.....	504
GeBBS Healthcare Solutions.....	511	SecureLink.....	517
GHX Vendormate.....	227	Streamline Verify.....	216/218
Hayes MDaudit.....	203	SunHawk Consulting, LLC.....	406
HCPPro.....	310	SureShield.....	309
Healthcare Fraud Shield.....	408	symplr.....	418
HealthDox.....	502	Thomson Reuters.....	119
Healthicity.....	109	Traliant.....	105
Healthstream.....	103	Verisys Corporation.....	302
latricSystems.....	526	YouCompli.....	317

Exhibit hall set up

Sunday, March 27.....10:00 AM–5:00 PM
 (20' x 20' only)

Monday, March 28.....8:00 AM–3:00 PM

Exhibit hall hours

Monday, March 28.....4:30–6:00 PM

Tuesday, March 29.....7:00 AM–6:30 PM

Wednesday, March 30.....7:15 AM–12:15 PM

Exhibit hall dismantle

Wednesday, March 30.....12:15–5:00 PM

Service and material handling contractor

Freeman has been designated the official show contractor.

Phoenix Convention Center services (PCC)

Electrical • Food and beverage (*all food and beverage must be ordered through the PCC*) • Internet • AV • Rigging

Contact: Roxanne Williams:
 602.819.8846 • Roxanne.williams@phoenix.gov

Shipping

Direct shipping labels are available from Freeman and will be included in the exhibitor kit. Please direct all questions regarding exhibit requirements, freight, and shipments to Freeman.

Phone: 888.508.5054

Fax: 469.621.5602

ExhibitorSupport@freeman.com

Why sponsor

IN-PERSON SPONSORSHIP BENEFITS	Platinum	Gold	Bronze
Package price	\$25,000	\$18,000	\$12,000
Company name recognition in all attendee emails	✓		
General thank you email sent the week prior to the conference to all registered attendees with link to sponsor's website and booth number	✓		
30-second commercial: See your 30-second video (provided by sponsor) play during one virtual coffee break	✓		
Dedicated social media post	✓	✓	
Recognition in emails promoting specific sponsored activity	✓	✓	✓
Booth and additional exposure discount value	25%	15%	10%
In-person full conference passes included	3	2	1
Exhibit hall only passes in addition to those with booth purchase	6	4	2
Logo displayed on sponsor thank you signage	✓	✓	✓
Logo on homepage of the event website with a link to your company's website	✓	✓	✓
Ad in on-site conference guide	Full page	Half page	Half page
Recognition in opening session General Session slides	✓	✓	✓

Sponsorship packages

PLATINUM PACKAGE	
Price	Details
\$25,000	Recognition on slide in opening General Session
	Dedicated social media post
	25% discount on booth and additional exposures
	3 full conference passes
	5 exhibit hall passes in addition to those with booth purchase
	Full page ad in on-site conference guide
	Logo recognition <ul style="list-style-type: none"> • All pre- and post-conference emails following confirmation of sponsorship • All pre-conference emails promoting sponsored activity • On sponsor thank you signage • Logo on homepage of the event website with a link to your company's website • General thank you email sent the week prior to the conference to all registered attendees with link to sponsor's website and booth number
	Virtual presence on the Digitell platform
	30-second commercial: See your 30-second video (provided by sponsor) play during one virtual coffee break
	Choice of one platinum sponsorship opportunity listed on page 8

Choice of platinum sponsorship opportunity

Custom signage

Create your own custom package of signage in the conference area that fits your budget and style.

Fitness Challenge and Wellness Center (accepting 2 sponsors)

Support and encourage in-person and virtual attendees to engage in healthy activities with some friendly competition through the Fitness App. Includes steps competition, in-app gratitude mindfulness, yoga, and group chat modules. See your logo in the Fitness Challenge app, on the custom-branded Challenge webpage, in daily Challenge emails, and on-site signage. Participants are driven to your booth to receive booster points. Open to two sponsors.

Engagement drivers

Challenge participants can earn bonus paces after completing a survey, quiz, or viewing sponsor content.

Mindfulness/Gratitude Practice: Participants are sent an on-demand audio teaching and then log-related info each day in the app journal. Listing 3 gratitude items each day gets bonus paces.

Twitter/Facebook integration: Participants post a picture of how they are staying healthy to get bonus paces each day. One social media bonus per day.

Attendees can take a break from session content to relax and watch a variety of short pre-recorded wellness videos—from Yoga to chair stretches to creating a healthy plate. Attendees access through the Wellness icon in the lobby. Platform page will be branded for sponsor recognition with logo on all HCCA emails promoting the conference and this activity.

Conference Social Event: Live Piano Show

A professional will provide entertainment on the piano, playing well-known favorites as well as requests from the audience at the Conference Social Event on Tuesday evening from 5:00–6:00 PM. Signage for this social event will be branded for sponsor recognition, and your company logo will be included on all HCCA emails promoting the conference and social event.

Portable phone chargers and conference Wi-Fi

See your logo and design on all portable phone charging units. Attendees pick up a charger at your booth or in the conference registration area and charge their devices while participating in the conference. Chargers are returned when device is charged. Includes conference Wi-Fi.

Conference tote bags **SOLD**

Includes a full page or postcard conference insert with a special message from you to stop by and visit your booth. Logo will be placed on one side of the sponsorship bags distributed to all conference attendees. HCCA's publications website's name and logo, COSMOS®, will be placed on the other side.

Lanyards **SOLD**

Attendees will wear your company name/logo around their necks.

Conference guides

The printed conference guide will feature two full-page color advertisements (inside front and back cover), plus your company's logo on the front cover. Attendees use the conference guide to view conference information, the schedule, and maps. Includes your message on a belly band around the on-site conference guide.

Joy Squad Video Photo Booth

Guests stand on a platform, creating 360° videos to share on social media. Includes custom branding on videos and emails. Share instantly via on-site sharing stands. Includes custom circular backdrop with custom printing on both sides. Backdrop sits in a 15' x 15' area and booth includes rotating ring light.

Conference journals

See your logo debossed on the cover of a 6" x 8" soft faux leather journal distributed in the registration area.

Reusable face mask

Your company logo on an athleisure face mask or pleated face mask.

Water stations

Your company logo will be placed on or near the water stations.

Sponsorship packages

GOLD PACKAGE	
Price	Details
\$18,000	Recognition on slide in opening General Session
	15% discount on booth and additional exposures
	2 full conference passes
	3 exhibit hall passes in addition to those with booth purchase
	Half page ad in on-site conference guide
	Logo recognition <ul style="list-style-type: none"> • All pre-conference emails promoting sponsored activity • On conference sponsor thank you signage • Logo on homepage of the event website with a link to your company’s website
	Choice of one gold sponsorship opportunity listed on page 10

Choice of gold sponsorship opportunity

Custom signage

Create your own custom package of signage in the conference area that fits your budget and style.

Professional headshots

Includes signage near the headshots area with your company logo and recognition in the conference guide.

Conference pens

Your company website will be printed on the body of pens available to all attendees at the conference.

Conference highlighters

Your company website will be printed on the body of highlighters available to all attendees at the conference.

High-top charging table - accepting multiple sponsors

Your company logo on the entire table top (23" x 23") where attendees can plug in their electronic devices and also work or place food/beverages. Includes 6 table tops.

Networking break

Provide a snack for attendees. See your company logo displayed on signage near the food stations during the break and in the conference guide. Includes logoed napkins.

Monday welcome reception **SOLD**

See your company name on signage in the exhibit hall near food stations during the reception, in the conference guide, and in emails promoting the event. Includes logoed napkins.

Brand+Business District

Your logo on signage in the activities area of the exhibit hall and on emails promoting this opportunity. Staff from DAHLIA+AGENCY will be on-site to meet with attendees to help boost social media presence, review LinkedIn profiles, critique resumes, and be a resource for attendees throughout the conference.

Sponsorship packages

BRONZE PACKAGE	
Price	Details
\$12,000	Recognition on slide in opening General Session
	10% discount on booth and additional exposures
	1 full conference pass
	2 exhibit hall passes in addition to those with booth purchase
	Half page ad in on-site conference guide
	Logo recognition <ul style="list-style-type: none"> • All pre-conference emails promoting sponsored activity • On conference signage • Logo on homepage of the event website with a link to your company's website
	Choice of one bronze sponsorship opportunity listed below

Choice of bronze sponsorship opportunity

Custom signage

Create your own custom package of signage in the conference area that fits your budget and style.

Hand sanitizing stations

Includes twelve stations custom branded with your logo placed throughout the conference space.

Conference notepads

Your company logo and web address will appear on notepads available to all conference attendees.

Alcohol antibacterial wet wipe packet

Your company logo on wet wipes packets (10 ct) available to all conference attendees.

Hand sanitizer

Your company logo on small bottles of hand sanitizer available to all conference attendees.

Pedicab service

Give the gift of service and provide complimentary pedicab service in the downtown Phoenix area for attendees. Includes digital branding and colored signs on up to 5 pedicabs available to attendees on Monday, Tuesday, and Wednesday following conference hours for 3 hours each evening.

Virtual package

VIRTUAL SPONSORSHIP	Platinum
Package price	\$5,000
Dedicated recognition slide in opening General Session slides	✓
Your company logo on sponsor thank you sign in the Lobby	✓
Recognition in emails promoting specific sponsored activity	✓
Full virtual conference passes included	1
Logo on homepage of the event website with a link to your company’s website	✓
Commercial break: See your 30-second video (provided by sponsor) play during one virtual coffee break	✓
Design your virtual presence quickly and easily through a secure portal on the Digitell online platform. Includes company description and banner, and the option to provide links to resources, videos, website hyperlink, and contact personnel emails and pictures	✓
Reports available in real time of attendees who visited your virtual listing and downloaded resources	✓
Choice of one virtual sponsorship opportunity listed below	✓

Choice of virtual sponsorship opportunity

SnapBar photo booth **SOLD**

Place your brand on an innovative, web-based virtual photo booth. Gallery link of all photos is shareable to all attendees and includes your company logo. Attendees access through the photo booth icon in the lobby, and the platform page will be branded to recognize sponsor. Sponsor logos on all emails promoting the conference and this social event.

Starbucks coffee break sponsor **SOLD**

Send a \$10 Starbucks gift card electronically on the second day of the conference to all attendees who opt in. Includes your company name on the email and invitation to download gift card. Sponsorship available to 2 sponsors. Email with gift card link will include both sponsor logos. Maximum of 300 gift cards per sponsor. Opt-in names and emails provided to sponsor after the conference.

Trivia by CrowdPurr

Play a game of trivia with fellow attendees during the mid-conference break on Tuesday (one 20-minute round game). Includes a custom logo on the Game Board and Results pages, 3 questions where the answer relates back to the sponsor (such as company or product-related questions). Branding on all emails promoting this event.

Closed captioning **SOLD**

Provide closed captioning option for virtual attendees. Includes a 500w x 700h ad on the platform promoting this feature and in emails promoting this feature.

Advertising opportunities

Advertising on the virtual platform

Commercial: Get your 30-second commercial (provided by sponsor) to play prior to the start of one session.

Price: \$3,000 **SOLD OUT**

On-site conference guide

The conference guide contains all the information attendees need to know: session rooms, exhibit hall information, and much more. Attendees will be referring to their guides throughout the conference.

Price: \$500

Due Date: 2/21/22 **SOLD OUT**

Conference guide ad specifications:

- Full color
- Print ready PDFs, 300 PPI at 100%
- No spot colors
- Half-page ad trim size: 5" wide x 3.75" high (no bleed)
- Email file to lori.dahmes@corporatecompliance.org

HCCA reserves the right to refuse ads that compete with our current or future offerings, or are received after the due date.

Dates to remember

2/21/22 — Conference guide ad due

2/28/22 — Exhibit/sponsor application due

3/9/22 — Exhibitor conference registration forms due

3/25/22 — Full payment due

Event venue

Phoenix Convention Center
100 N 3rd St
Phoenix, AZ 85004

The Phoenix Convention Center is the official venue for the 2022 Compliance Institute.

Event hotels

HCCA has room blocks at various hotels, all within walking distance to the Phoenix Convention Center.

Renaissance Phoenix Downtown Hotel
100 N. 1st Street, Phoenix, AZ 85004

[Make hotel reservations online](#) or call 800-309-8138 and reference M-KYN0OCW/ 2022 HCCA Compliance Institute to receive the group rate. The group rate is \$279 per night for single/double occupancy plus tax(es). The cutoff date to receive the group rate is Monday, February 28, 2022 or once the group block is full, which may be prior to this date. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card.

We have a limited amount of **Federal Government Rate** rooms available at the Renaissance, when using the link above you would select that rate type. Please note that you will be required to show government ID at check-in.

Hyatt Regency Phoenix
122 N Second St, Phoenix, AZ 85004

[Make hotel reservations online](#) or call 877-803-7534 and reference Group Code: G-HCC2. The group rate is \$269 per night for single/double occupancy plus tax. The cutoff date to receive the group rates is Monday, March 7, 2022 or once the group block is full, which may be prior to this date. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card.

Federal Government Rate at the Hyatt Phoenix: If you are a federal government employee, you make take advantage of the federal government rate by [clicking here](#). Please note that you will be required to show government ID at check-in.

Sheraton Phoenix Downtown
340 North 3rd St., Phoenix, AZ 85004

[Make hotel reservations online](#) or call 866-837-4213 and reference M-KYUGBA6/ 2022 HCCA Compliance Institute. The group rate is \$279.00 per night for a standard room; rates quoted are for single/double occupancy plus tax. The cutoff date to receive the group rates is Monday, March 7, 2022 or once the group block is full, which may be prior to this date. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card.

Neither HCCA nor any hotel it is affiliated with will ever contact you to make a hotel reservation. If you receive a call soliciting reservations on behalf of HCCA or the event, it is likely from a room poacher and may be fraudulent. We recommend you make reservations directly with the hotel using the phone number or web link on the conference website. If you have concerns or questions, please contact 888.580.8373.



Sponsor/Exhibitor Application



26th Annual Compliance Institute In-person • March 28–31, 2022 • Phoenix, AZ | Virtual • March 29–31, 2022

Sponsor/Exhibitor Information

Organization _____

Street Address _____

City/Town _____ State/Province _____

Zip/Postal Code _____ Country _____

Phone _____

Email _____

Contact Person's Full Name _____

Contact Person's Job Title _____

Billing Contact

Billing Contact's Full Name _____

Billing Contact's Job Title _____

Billing Contact's Email _____

On-site sponsorship packages

Platinum Packages

- Custom signage \$25,000
- Fitness Challenge and Wellness Center \$25,000
- Conference Social Event: Live Piano Show \$25,000
- Portable phone chargers and conference Wi-Fi \$25,000
- Conference tote bags **SOLD**
- Lanyards **SOLD**
- Conference guides \$25,000
- Joy Squad Video Photo Booth \$25,000
- Conference journals \$25,000
- Reusable face mask \$25,000
- Water stations \$25,000

Gold Packages

- Custom signage \$18,000
- Professional headshots \$18,000
- Conference pens \$18,000
- Conference highlighters \$18,000
- High-top charging table \$18,000
- Networking break \$18,000
- Monday welcome reception **SOLD**
- Brand+Business District \$18,000

Bronze Packages

- Custom signage \$12,000
- Hand sanitizing stations \$12,000
- Conference notepads \$12,000
- Alcohol antibacterial wet wipe packet \$12,000
- Hand sanitizer \$12,000
- Pedicab service \$12,000

Virtual sponsorship packages

Virtual Packages

- SnapBar photo booth **SOLD**
- Starbucks coffee break sponsor **SOLD**
- Trivia by CrowdPurr \$5,000
- Closed captioning **SOLD**

Advertising opportunities

- Virtual platform 30-second commercial **SOLD OUT**
- On-site conference guide half-page ad **SOLD OUT**

TOTAL \$ _____

Booth Rental (includes two Exhibit Hall badges per 10' x 10' space)

- 10' x 10' Booth _____ @ \$2,995 \$ _____
- 10' x 10' Corner Booth _____ @ \$3,395 \$ _____
- 20' x 20' Island Booth _____ @ \$11,995 \$ _____

TOTAL \$ _____

Booth Choice (see floor plan for location numbers):

- 1st choice: _____ 2nd choice: _____ 3rd choice: _____
- 4th choice: _____ 5th choice: _____ 6th choice: _____

Please list any companies you would rather not be near.
Check complianceethicsinstitute.org for a list of current exhibitors:

Payment

A 50% deposit is required for all booth rentals and sponsorships. Balance must be paid in full and received by HCCA by March 25, 2022. Cancellation fee for exhibit and/or sponsorships is the 50% deposit if cancelled before February 28, 2022. No refunds will be made after this date. Deposits are non-refundable.

TODAY'S DEPOSIT \$ _____ (out of TOTAL \$ _____)

Mail to HCCA, 6462 City West Parkway, Eden Prairie, MN 55344 USA
Fax to 952.988.0146

Email to help@hcca-info.org — Due to PCI compliance, do not provide credit card information via email. You may email this form (without credit card information), then call HCCA at 888.580.8373 with payment information.

- Invoice me Check enclosed (payable to HCCA)
- Wire transfer requested
- Credit card: I authorize HCCA to charge my:
 - Visa Mastercard Discover American Express
- 50% deposit Payment in full

Credit Card Account Number _____

Credit Card Expiration Date _____

Cardholder Name _____

Cardholder Signature _____

Authorized Signature

This agreement shall not be binding unless it is signed by an authorized representative of the applicant's firm. By signing below, I hereby certify that I have read and will abide by the exhibitor Terms and Conditions viewable at hcca-info.org/conferences/sponsoring-and-exhibiting/TandC, including the use of your information that may be shared with conference exhibitors, attendees, speakers, affiliates, and partners for promotional and/or networking purposes. To see the full use of your information or if you wish to opt-out, visit hcca-info.org/privacy.

In addition, all participants of our in-person conferences will be required to agree to the Personal Accountability Commitment, the Assumption of Risk, and the Liability Waiver and Release, viewable at hcca-info.org/conference/tandc.

Authorized Signature _____

OFFICE USE ONLY

Date received _____ By _____ Invoice _____