Dear Colleagues,

I am excited to invite you to the NYSCHP 60th Annual Assembly at The Saratoga Hilton and City Center in Saratoga Springs, NY from Thursday, April 7 to Sunday, April 10, 2022. The NYSCHP Annual Assembly is the premier New York meeting of Health-system pharmacists from around the State who gather to learn from pharmacy leaders, discuss challenges and best practices, build Professional networks, and plan for future practice improvements. The Annual Assembly typically draws over 350 attendees from student – pharmacists to Chief Pharmacy Officers and administrators. It is the single most important meeting for New York State Health-system Pharmacists to attend each year.

The Annual Assembly typically draws over 80 industry exhibitors. Our industry colleagues and partners have the opportunity to display, demonstrate, and discuss their products and services. The Exhibit Hall will take place on Friday, April 8, providing two hours for conference attendees to meet with exhibitors and discuss the latest information about pharmaceuticals, technologies and products. In addition, two Director of Pharmacy/Industry networking event sessions are offered: a 90-minute session on Thursday immediately following the first House of Delegates meeting, and a 90-minute session on Saturday morning. The Director of Pharmacy/Industry networking sessions provide an exceptional opportunity to discuss your products and solutions and build long-lasting relationships.

We are particularly proud that we will once again feature the Residency Research & Practice Forum in conjunction with the Annual Assembly; residents from around the state will be performing platform presentations on their residency projects. The forum is entering into its seventh year; we look forward to further growth and success of this event again this year.

The theme of this year’s Annual Assembly is “Advancing Pharmacy: Together we Can do Great Things”. The theme highlights how the Health-system Pharmacy community came together to overcome immense challenges during the covid-19 Pandemic and how we will build on that unity to advance the profession and patient care in the coming years. We are excited to be offering numerous educational programs at the Annual Assembly that focus on advancing pharmacy practice.

We hope that you will join us at the Annual Assembly in 2021 to experience our exhibit hall and networking sessions, educational programs, and Residency Research & Practice Forum. We also showcase our celebratory theme event and closing banquet where we congratulate our award winners and welcome the incoming President and Board of Directors; these events are not to be missed. I promise you will leave the meeting having learned something new, having made a new contact, and feeling renewed and recharged about our great profession.

Sincerely,

Ruth Cassidy,
NYSCHP President
WHAT DOES YOUR EXHIBIT FEE INCLUDE?

Exhibit booths are 10’ feet wide x 8’ feet deep. Space includes 8’ or 6’ skirted table, 7”x44” booth identification sign and 7”x5” booth number sign, two side chairs and one waste basket. Each booth includes two complimentary assembly registrations for you and your staff to attend all NYSCHP CE presentations, and all included meals. There is an Exhibitor Registration Desk.

Hale Northeastern, inc., the Official General Service Contractor, has a separate and fully serviced help desk. All exhibitors will have name badges that may be picked up at the time of registration. No one will be permitted in the exhibit hall without a name badge.

⇒ All exhibit booths come with registration for two representatives with two networking sessions and admission to all programming including the educational sessions and installation banquet. Additional registrations for representatives are available.

(RSVP required - The Networking Session is a unique event which will give you an opportunity to meet and interact with NY health-system pharmacy leaders and requires pre-registration and name badges.)

All company representatives and extra representatives must be paid in full before entering the exhibit hall.

Exhibitor Service Manuals will be emailed by Hale Northeastern Inc. to the contact person listed on the exhibitor application form after space has been confirmed. Complete information, instructions and schedule of prices, regarding drapery, labor for erecting and dismantling exhibits, electrical work, furniture, cleaning and shipping information will be included in the manual. Service manuals will also be available on the NYSCHP website at www.nyschp.org under Events/ Education 60th Annual Assembly.

For Further Information Contact the Council Office:

30 Washington Avenue Extension, Suite 101, Albany, NY 12203

518-456-8819

Shaun Flynn, Executive Director; sflynn@nyschp.org

Rebecca Harrington, Association Manager; office@nyschp.org
## Tentative Schedule (Note: This is Subject to Change)

### Thursday, April 7, 2022

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity/Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM – 12:00 PM</td>
<td>Board of Directors Meeting</td>
</tr>
<tr>
<td>11:00 AM – 12:00 PM</td>
<td>House of Delegates Registration</td>
</tr>
<tr>
<td>2:00 PM – 4:30 PM</td>
<td>Exhibitor Registration</td>
</tr>
<tr>
<td>12:00 PM – 4:00 PM</td>
<td>HOUSE OF DELEGATES</td>
</tr>
<tr>
<td>4:30 PM – 6:00 PM</td>
<td>NETWORKING SESSION 1</td>
</tr>
<tr>
<td>6:30 PM – 8:00 PM</td>
<td>REF RECEPTION</td>
</tr>
</tbody>
</table>

### Friday, April 8, 2022

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity/Topic</th>
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</thead>
<tbody>
<tr>
<td>7:00 AM – 5:00 PM</td>
<td>General Registration/Attendee Services</td>
</tr>
<tr>
<td>7:00 AM – 8:00 AM</td>
<td>SPONSORED BREAKFAST:</td>
</tr>
<tr>
<td>7:30 AM – 8:30 AM</td>
<td>REF MEETING</td>
</tr>
<tr>
<td>8:00 AM – 9:00 AM</td>
<td>Educational Programming</td>
</tr>
<tr>
<td>8:00 AM – 10:00 AM</td>
<td>SOFTBALL – transportation on your own</td>
</tr>
<tr>
<td>9:00 AM – 4:00 PM</td>
<td>Exhibitor move in and set up</td>
</tr>
<tr>
<td>9:15 AM – 12:00 PM</td>
<td>Educational Programming</td>
</tr>
<tr>
<td>11:15 AM – 12:15 PM</td>
<td>Residency Research and Practice Forum</td>
</tr>
<tr>
<td>12 PM – 1:00 PM</td>
<td>Educational Programming</td>
</tr>
<tr>
<td>12:15 PM – 1:15 PM</td>
<td>Resident Research Program Lunch</td>
</tr>
<tr>
<td>1:00 PM – 2:30 PM</td>
<td>LUNCH ON YOUR OWN</td>
</tr>
<tr>
<td>1:00 PM – 2:30PM</td>
<td>Chapter President’s Lunch</td>
</tr>
<tr>
<td>1:30 PM – 2:50 PM</td>
<td>Resident Research Platform Presentations Session 1</td>
</tr>
<tr>
<td>2:30 PM – 3:30 PM</td>
<td>Educational Programming</td>
</tr>
<tr>
<td>3:00 PM – 4:20 PM</td>
<td>Resident Research Platform Presentations Session 2</td>
</tr>
<tr>
<td>3:30 PM – 5:00 PM</td>
<td>Educational Programming</td>
</tr>
<tr>
<td>4:30 PM – 5:50 PM</td>
<td>Resident Research Platform Presentations Session 3</td>
</tr>
<tr>
<td>5:00 PM – 7:00 PM</td>
<td>EXHIBITS OPEN</td>
</tr>
<tr>
<td>7:00 PM – 9:00 PM</td>
<td>Poster set up (Hale)</td>
</tr>
<tr>
<td>7:00 PM – 8:00 PM</td>
<td>Networking Reception</td>
</tr>
</tbody>
</table>
Tentative Schedule Continued *(Note: This is Subject to Change)*

### Saturday April 9, 2022

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity/Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00 AM – 5:00 PM</td>
<td>General Registration/Attendee Services</td>
</tr>
<tr>
<td>7:00 AM – 8:00 AM</td>
<td>SPONSORED BREAKFAST: Eagle Pharmaceuticals</td>
</tr>
<tr>
<td>8:00 AM – 9:00 AM</td>
<td>Keynote</td>
</tr>
<tr>
<td>9:15 AM – 11:15 AM</td>
<td>Educational Programming</td>
</tr>
<tr>
<td>9:15 AM – 10:15 AM</td>
<td>STUDENT CLINICAL COMPETITION: CASE STUDY</td>
</tr>
<tr>
<td>9:30 AM – 11:00 AM</td>
<td>NETWORKING SESSION 2</td>
</tr>
<tr>
<td>10:15 AM – 11:35 AM</td>
<td>Resident Research Platform Presentations Session 4</td>
</tr>
<tr>
<td>10:15 AM – 12:45 PM</td>
<td>STUDENT WORKSHOP</td>
</tr>
<tr>
<td>11:30 AM – 12:30 PM</td>
<td>Educational Programming</td>
</tr>
<tr>
<td>12:30 PM – 1:30 PM</td>
<td>Past Presidents Lunch</td>
</tr>
<tr>
<td>12:30 PM – 2:00 PM</td>
<td>SPONSORED LUNCH</td>
</tr>
<tr>
<td>1:15 PM – 2:15 PM</td>
<td>POSTER SESSION</td>
</tr>
<tr>
<td>2:15 PM – 4:45 PM</td>
<td>Educational Programming</td>
</tr>
<tr>
<td>3:45 PM – 5:15 PM</td>
<td>STUDENT CLINICAL COMPETITION: BRAIN BOWL</td>
</tr>
<tr>
<td>3:45 PM – 5:15 PM</td>
<td>DIRECTOR OF PHARMACY ROUNDTABLE</td>
</tr>
<tr>
<td>5:15 PM – 6:00 PM</td>
<td>Residency Program Roundtable for Residents, Preceptors, Coordinators and RPD’s</td>
</tr>
<tr>
<td>6:00 PM – 7:00 PM</td>
<td>NEW PRACTITIONERS NETWORKING</td>
</tr>
<tr>
<td>8:00 PM – 11:00 PM</td>
<td>AWARDS and INSTALLATION BANQUET</td>
</tr>
</tbody>
</table>

### Sunday April 10, 2022

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity/Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00 AM – 10:00 AM</td>
<td>General Registration/Attendee Services</td>
</tr>
<tr>
<td>7:00 AM – 8:00 AM</td>
<td>BREAKFAST ON YOUR OWN</td>
</tr>
<tr>
<td>8:00 AM – 9:30 AM</td>
<td>Educational Programming</td>
</tr>
</tbody>
</table>
SPONSORSHIP OPPORTUNITIES

This year NYSCHP will offer additional sponsorship opportunities for our industry sponsors and colleagues, the following additional opportunities are available:

**LIGHTEN THE LOAD**

**Annual Assembly Tote Bag - $1,000**

Sponsor the Annual Assembly Tote Bag that will be provided to all attendees.

- Sponsor’s logo will be prominently displayed on one side of the tote bag.
- Recognition as the sponsor on all Annual Assembly promotion.

**RIGHT IN FRONT OF YOU**

**Annual Assembly Lanyard - $1,000**

Sponsor the Annual Assembly Lanyard that will be provided to all attendees.

- Sponsor’s logo will be offered in series with NYSCHP logo.
- Recognition as the sponsor on all Annual Assembly promotion.

**TOTE BAG INSERT - $500**

Ensure all attendees see your literature.

- Advertise with an insert in the Annual Assembly Tote Bag provided to all attendees.
- Giveaway should have space to carry both the sponsor and NYSCHP’s logos.
- Giveaways will be included in Tote Bag.
- Recognition as the sponsor on all Annual Assembly promotion.

**SNACK TIME/BREAK SPONSOR - $2,000 ea.**

Help keep our Annual Assembly attendees energized!

- Public recognition at the break, including signage.
- A chance to address all attendees.
- A chance to distribute literature or giveaways at the break.
- Recognition as the sponsor on all Annual Assembly promotion.

**THEME DINNER – $5,000**

Join in for the networking and be featured in the fun!

- Public recognition as the party, including signage.
- A chance to distribute literature or giveaways at the event.
- Recognition as the sponsor on all Annual Assembly promotion.

**BANQUET SPONSOR - $5,000**

A formal opportunity to be seen as a supporter of NYS Health-system Pharmacists.

- Public recognition at the banquet, including signage and program at each place setting.
- A chance to be introduced and address all attendees.
- Your company literature or giveaway placed at each place setting.
- Recognition as the sponsor on all Annual Assembly promotion.

**SOFTBALL SPONSORSHIP - $500**

- Public recognition at the softball game
- Program recognition
- Logo placement on the softball t-shirts (*This only applies if a high resolution, vector art logo is received by 2/1/22 – there will be no exceptions*)
SPONSOR/EXHIBITOR APPLICATION

Company Name:_________________________________________________________________________
Contact Person:_________________________________________________________________________
Address:_______________________________________________________________________________
City:______________________________________ State: ______________________ Zip:______________
Telephone:_________________________Fax:__________________________
Email (required):____________________________________

Is this the company’s first time exhibiting with NYSCHP? YES______ NO______

Exhibit Booth Selection: 1st Come/1st Serve_______________________________

Please reserve the booth space as follows: * By 1/15/20 After 1/15/20

___ Our Company would like to reserve (1) booth space with two (2) representatives $2,600/$3,310
___ Our company would like to reserve (2) booth spaces with up to (4) representatives $4,460/$4,860
___ Our company would like to reserve (3) booth spaces with up to (4) representatives $4,710/$5,110
___ Our company would like to reserve (4) booth spaces with up to (4) representatives $4,860/$5,260
___ We are Corporate Members and (1) booth space with (2) representatives is part of our contract
___ We are Platinum Corporate Members and (2) booth spaces with (4) representatives is part of our contract

List up to 3 preferred exhibit spaces 1st Choice________ 2nd Choice________ 3rd Choice________

Exhibitor Map on page 9. Every effort will be made to accommodate requests; however, since several firms may apply for the same space, do not concentrate requests in one area. Actual assignments are on a first come, first serve basis with preference given to Diamond, Platinum and Corporate Members for applications received by 3/04/2022.

* Early Bird Rate by 1/15/22

Applications received after 3/04/20 will be assigned any remaining available space.

Additional Representatives and Booths:

___ Additional Representatives (1) (2) (3) (4) (5) $500 each
___ Corporate/Platinum Members Additional Representatives (1) (2) (3) $300 each
___ Corporate/Platinum Additional Booth Space $1,300 for (1) $1,200 for (2) $1,050 for (3)

Representative Information:

Rep #1:______________________________________Email Address (required):____________________________

Rep #2:______________________________________Email Address (required):____________________________

Rep #3:______________________________________Email Address (required):____________________________

Rep #4______________________________________Email Address (required):____________________________

Rep #5:______________________________________Email Address (required):____________________________

Rep #6:______________________________________Email Address (required):____________________________
SPONSOR/EXHIBITOR APPLICATION

List any companies to avoid:________________________________________________________

List any co-marketing companies:___________________________________________________

Sponsorships:

Lighten the Load ($1,000)___ Right in Front of You ($1,000)___ Tote Bag Insert ($500)___

Snack Time/Break Sponsor ($2,000)___ Theme Dinner ($5,000)___ Banquet Sponsor ($5,000)___

Payment and Agreement:

We enclose, herein, full payment of our booth choice as indicated above. Further, we agree to abide by the rules and regulations as set forth in the exhibitor prospectus, which forms part of this agreement between our firm (exhibitor) and exhibit management. Make checks payable to NYSCHP, and mail completed application to: NYSCHP, 230 Washington Avenue Extension, Suite 101, Albany, NY 12203

If paying by credit card:

Total amount to be charged:$ ___________________ Card Number:______________________________

Security Code:_______________________ Exp Date:________________________

Billing Address:______________________________________________________________

Cardholder name:_____________________________ Authorized Signature:________________________

Accommodations:

Please call the Saratoga Springs Hilton at (518) XXX-XXXX and state that you are part of the NYSCHP Annual Assembly. If you have any questions, call the NYSCHP office at 518-456-8819.

What does your exhibit fee include?

⇒ Two complimentary registrations to the program including all educational sessions.

⇒ Two representatives for the Exhibit/Poster Session Two networking sessions with two representatives;

Rep#1 Name:________________________________________

Rep #2 Name:________________________________________

RSVP required - The Networking Session is a unique event which will give you an opportunity to meet and interact with NY health-system pharmacy leaders and requires pre-registration and namebadges.
1. Assignment of Space – Booths will be assigned on receipt of applications on the basis of the order in which the contract was received, subject to availability of space preferences, special needs and compatibility of exhibitors. Every effort will be made to respect the exhibitor’s space choices, whenever possible, but the New York State Council of Health-system Pharmacists (herein known as exhibit management) decisions shall be final. Exhibit management reserves the right to transfer assignments when such action is deemed to be in the best interests of the total exhibit effort.


3. Eligible Exhibits – Exhibit management reserves the right to determine the eligibility of any company or product for inclusion in the exposition.

4. Refund or Cancellation – Should the exhibitor be unable to occupy and use the exhibit space contracted to, he or she shall promptly notify exhibit management. All sums paid by the exhibitor, less a service charge of 50% of the net contract price, will be refunded. No refunds shall be given for cancellations received after March 18, 2022.

5. Booth, Rental, Inclusions – Booths 8’x10’ and include a standard back wall drape 8’ high and side rail drapes 3’ high, a standard two-line company identification sign (7”x44”), one 7’x5’ booth number, one 8’x6’ skirted table, two side chairs, one wastebasket, general overhead illumination, air-conditioning and 24 hour general security guard service.

6. Contractor service and information – Exhibit management has, in the best interest of the exhibitors, selected Hale Northeast, Inc. 716-869-6170 to serve as official contractors to provide various services to the exhibitors. It is further agreed that the exhibitor will abide by and comply with rules and regulations concerning local unions having agreement with the exposition facility or with authorized contracts employed by show management. Complete information, instructions and schedule prices, regarding drapery, labor for erecting and dismantling, electrical work, furniture, cleaning, etc. will be included in the Exhibitors Service Manual, to be forwarded after space has been confirmed. An Exhibitors’ Service Center will be maintained on the exhibit floor to facilitate requests from exhibitors.

7. Security – Guard Service will be provided. However, each exhibitor should make provisions to safeguard his/her goods from the time they are placed in the booth until the time they are removed. The NYSCHP and show management will not be responsible for damage due to any cause. Each party agrees to be responsible for their own property through insurances or self-insurance and shall hold harmless each of the other parties for any and all damages caused by theft and those perils normally covered by a fire and extended coverage policy.

8. Booth Construction and Arrangement – Exhibits shall be so arranged as to not obstruct the general view, nor hide the exhibits of others. Plans for specially-built displays not in accordance with regulations are to be submitted to exhibit management before construction is ordered. Regular and specially-built walls, including signs, may not exceed an overall height of 10’. The maximum booth height is 10’ may extend out to the dept. of the booth from the back wall. Height limitation of the display in balance of the area is 36 inches except for product, equipment on display, which it itself exceeds this height.

9. No dismantling will be permitted before closing time – No exhibitor shall have the right prior to closing of the exposition to pack or remove articles on exhibit without permission and approval in writing from exhibit management.

10. Use of Exhibit Space – Exhibitors agree not to assign or sublet any space allotted to them without written consent of exhibit management nor to display or advertise goods other than those manufactured or carried by them in the regular course of business. No persons, firm or organization not having contracted with exhibit management for the occupancy of space in the exhibit will be permitted to display or demonstrate its products, processes or services, distribute advertising materials for a purpose inconsistent with these regulations. It is expressly agreed by the exhibitor that in the event he or she fails to install his or her products in his or her space or fails to pay the space rental at time specified, exhibit management shall have the right to take possession of said space and lease some or any part thereof to such parties and upon such terms and conditions, as it may deem proper. Demonstrations must be located so that crowds collected will be within the exhibitor’s space and not blocking aisles or neighboring exhibits. Demonstrations must first be approved in writing by exhibit management. The playing of music is prohibited on exhibit floor.

11. Exhibitor Representatives – Each exhibitor must name at least one person and not more than two to be his/her representative in connection with the installation, operations and removal of exhibit. Such representatives shall be authorized to enter into such service contracts as may be necessary and for which the exhibitor shall be responsible.

12. Restrictions – Exhibit management reserves the right to restrict exhibits, which are objectionable because of noise, glaring or flashing lights, method of operation, or any other reason and also to prohibit or evict any exhibit which, in the opinion of exhibit management may detract from the general character of the exhibit. This reservation includes persons, things, conduct, printed matter or anything exhibit management judges to be objectionable. In the event of such restriction or eviction, exhibit management is not liable for any refund of any amount paid hereunder. No display material exposing unfinished surface to neighboring booths will be permitted.

13. Exhibit Activities – Exhibit agrees not to schedule or conduct any outside activity including, but not limited to, receptions, seminars, symposiums and hospitality suites that are in conflict with the official program of the New York State Council of Health-system Pharmacists Annual Assembly, whether such activities are held at or away from the hotel, except with written approval prior to Exhibit Date any program exhibitor intends to hold at or in conjunction with its exhibit for written approval as to time and place.

14. Responsibility – If the exhibitor fails to comply in any respect with the terms of this agreement, exhibit management shall have the right, without notice to the exhibitor, to offer said space to another exhibitor or to use said space in any other manner, but this shall not be construed as affecting the responsibility of the exhibitor to pay the full amount specified by the contract.

15. Compliance – The exhibitor assumes all responsibility for compliance with all pertinent ordinances, regulations and codes of duly authorized local, state and federal governing bodies concerning fire, safety, health, together with the rules and regulations of the operations and/or owner of the property wherein the exhibit is held. Federal, state, and city laws must be strictly observed. Cloth decorations must be flameproof. Writing must comply with fire department and underwriters’ rules.

16. Liability – The New York State Council of Health-system Pharmacists, exhibit management, The Saratoga Springs City Center its agents and employees shall not be responsible for any loss, theft or damage or injury to persons or property during the term of this agreement from any cause whatsoever by reason of the use or occupancy of the exhibit space by the exhibitor or his/her assigns, and the exhibitor shall indemnify and hold harmless exhibit management from all liability which might ensue for any cause whatsoever. If the exhibitor’s material fails to arrive, the exhibitor is nevertheless responsible for all amounts due hereunder. Exhibitors are requested to carry special insurance to cover exhibit material against damage and loss, and public liability insurance against injury to the person and property of others.

17. Cancellation or Termination of Exposition – In the event that the premises where the exposition is to be held shall, in the sole determination of exhibit management, become unfit or unavailable for occupancy, or shall be substantially interfered with by reason of picketing, strike, embargo, injunction, act of war, act of God, fire or state of emergency declared by any government agency or by any municipal, state or federal law or regulation or by any reason of any other occurrence beyond the control of exhibit management, exhibit management may cancel or terminate the exposition. In the event of such cancellation or termination, the exhibitor waives any and all claims the exhibitor might have against exhibit management the exhibitor’s prorated share of the total amount paid by the exhibitors less all costs and expenses incurred by exhibit management in connection with the exposition including a reserve for future claims and expenses in connection herewith. In case exhibit management shall for any reason determine to cancel or terminate the exposition, the exhibitor waives all claims the exhibitor may have against exhibit management for damages or expenses and agrees to accept in complete satisfaction and discharge of all its claims against exhibit management in accordance with this agreement.

18. Management – Exhibit management reserves the right to interpret, amend and enforce these regulations, as it deems proper to assure the success of the exposition.

Send Direct Inquiries To:  NYS Council of Health-system Pharmacists, 230 Washington Avenue Extension, Suite 101 Albany, NY 12203 Office@nyschp.org