

The International Society of
Psychiatric-Mental Health Nurses (ISPN)
Presents

ISPN 2025

**Advancing Psychiatric
Mental Health Nursing:
Innovation, Practice,
and Culture**

March 19-22, 2025
Marriott Hotel
New Orleans, LA

**Exhibit, Product Theater,
and Sponsorship Information**



Exhibit, Product Theater, and Sponsorship Information 2025 ISPN Annual Conference

ISPN Annual Conference

The International Society of Psychiatric-Mental Health Nurses (ISPN) Annual Conference is a dynamic convergence of advanced practice psychiatric and mental health nurses from all around the world. The meeting is a central part of the psychiatric and mental health nurse community's efforts to maintain professional excellence in patient treatment.

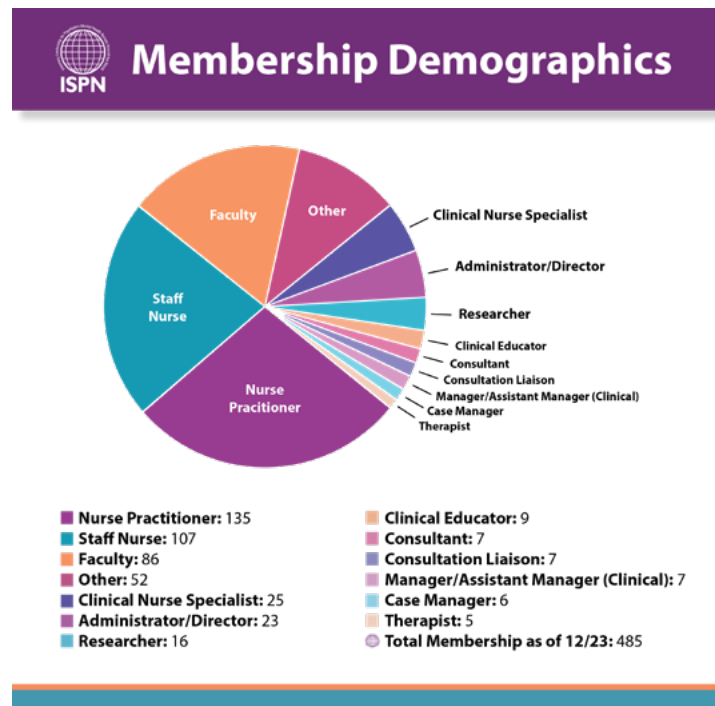
The International Society of Psychiatric-Mental Health Nurses was established in 1998. ISPN's mission is to support advanced-practice psychiatric-mental health nurses in promoting mental health care, literacy, and policy worldwide.

Conference Attendees

ISPN members represent a good cross-section of nursing including faculty, researchers, hospital, and outpatient care providers. The patient populations served by ISPN members range from children to the adult/geriatric. Most have the authority to prescribe pharmaceuticals in their practice.

Attendance Figures

2024 • Providence	150
2023 • Redondo Beach	138
2022 • Virtual	164

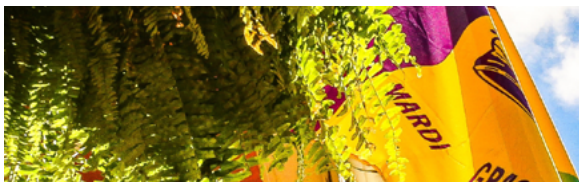


Questions?

Contact Jane Shepard at conferences@ispn-psych.org.

Quick Links:

[Sponsorship](#)
[Exhibit Information](#)
[Product Theaters](#)



2025 Sponsorship Opportunities

- Highlight and promote your organization to more than **150 attendees** as an official ISPN Annual Conference Sponsor! -

PLATINUM LEVEL OPPORTUNITIES

Welcome Reception • \$5,000

- Complimentary exhibit booth
- Link to organization's web page from ISPN's website
- Half-page ad in conference program
- Conference registration area signage
- Welcome Reception sponsor signage
- Recognized in the program, ISPN newsletter, mobile app, and the website

Product Theaters • \$7,500

- Complimentary exhibit booth
- Link to organization's web page from ISPN's website
- Half-page ad in conference program
- Conference registration area signage
- Product Theater sponsor signage displayed at the event
- Recognized in the program, ISPN newsletter, mobile app, and the website

ISPN Foundation Event • \$5,000

Each year the ISPN Foundation hosts a reception and auction to support charitable, clinical, research, and educational endeavors for psychiatric-mental health nurses. The ISPN Foundation is a nonprofit, tax-exempt 501(c)(3) entity.

- Complimentary exhibit booth
- Link to organization's web page from ISPN's website
- Half-page ad in conference program
- Conference registration area signage
- ISPN Foundation Event sponsor signage
- Recognized in the program, ISPN newsletter, mobile app, and the website

Conference Mobile App • \$5,000

- Complimentary exhibit booth
- Link to organization's web page from ISPN's website
- Half-page ad in conference program
- Conference registration area signage
- Recognized in the program, ISPN newsletter, mobile app, and the website

Badge • \$3,500

- Company name and/or logo on attendee badge
- Complimentary exhibit booth
- Link to organization's web page from ISPN's website
- Half-page ad in conference program
- Conference registration area signage
- Recognized in the program, ISPN newsletter, mobile app, and the website

Lanyard • \$3,500

- Company name and/or logo on attendee lanyard
- Complimentary exhibit booth
- Link to organization's web page from ISPN's website
- Half-page ad in conference program
- Conference registration area signage
- Recognized in the program, ISPN newsletter, mobile app, and the website





SILVER LEVEL OPPORTUNITIES

Student Conference Scholarships • \$1,000

- Corporate profile with name and logo in the conference program and ISPN website
- Conference registration area signage
- Recognized in the program, ISPN newsletter, mobile app, and the website

Specialty Items • \$1,000

Advertise your company name on the Annual Conference paper pads or pens.

- Choice of a pad of paper OR pen with imprinted company name or logo
- Conference registration area signage
- Recognized in the program, ISPN newsletter, mobile app, and the website

BRONZE LEVEL OPPORTUNITIES

Email to all Registrants • \$750

- Send wording to ISPN to send registrants prior to the conference or during the conference
- Recognized in the program, ISPN newsletter, mobile app, and the website

Conference Ad • \$500

- Ad in the Annual Conference program
- Recognized in the program, ISPN newsletter, mobile app, and the website

Take One Table • \$250

- Tabletop space to distribute brochures, flyers, and other printed materials
- Recognized in the program, ISPN newsletter, mobile app, and the website

GOLD LEVEL OPPORTUNITIES

Keynote/Plenary Speakers • \$2,500 each

- Complimentary exhibit booth
- Conference registration area signage
- Keynote/Plenary Speaker sponsor signage
- Recognized in the program, ISPN newsletter, mobile app, and the website

Continental Breakfast • \$2,500 each

- Complimentary exhibit booth
- Conference registration area signage
- Continental Breakfast sponsor signage
- Recognized in the program, ISPN newsletter, mobile app, and the website

Refreshment Break • \$2,000 each

- Conference registration area signage
- Refreshment Break sponsor signage
- Recognized in the program, ISPN newsletter, mobile app, and the website



2025 Exhibit Information

Exhibit Hours

Wednesday, March 19	6:30 p.m. - 8:00 p.m. (Opening Reception)
Thursday, March 20	9:30 a.m. - 3:30 p.m.
Friday, March 21	9:30 a.m. - 3:30 p.m.

Exhibit Set-Up:

Wednesday, March 19	2:00 p.m. - 6:00 p.m.
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Exhibit Teardown:

Friday, March 21	3:30 p.m. - 5:00 p.m.
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Benefits of Exhibiting

- Meet with over 150 advanced-practice psychiatric mental health nurses.
- Place your company name in front of this specialty audience of buyers.
- Benefit from a restricted number of booths.
- Poster sessions and breaks will be held adjacent to the exhibit area, providing your company with uninterrupted time to visit with attendees.
- An opening reception on Wednesday evening provides you with non-competitive time with attendees.

Rental Fee

- \$800 USD
- Each booth space is 8 feet X 10 feet.
- The booth will consist of one 6' draped table, two side chairs, a wastebasket, piping, draping, and a 7" x 44" identification sign.

Contact

To confirm space, please send the contract ([see page 10](#)) to conferences@ispn-psych.org.

2025 ISPN Annual Conference Exhibit Guidelines and Regulations

Contract for Space

This application for exhibit space and payment of the booth rental charges constitute a contract for the right to use the space. Applications must be accompanied by full payment. These guidelines have been formulated in the best interest of all concerned and become part of the contract between the exhibitor and association. All matters and questions not covered by these regulations are subject to decision by show management.

Exhibitors submitting a contract agree to the guidelines and regulations set forth in this agreement, the rules and regulations of the facility, and all applicable federal, state, provincial, and local laws and ordinances.

Booth Configuration and Location

All exhibits must be arranged so as not to obstruct the general view or hide the exhibits of other companies. Exhibit components are limited to a height of eight (8) feet unless permission is obtained by show management. No exhibit or advertising information will be allowed to extend beyond the space allotted to the exhibiting company.

Show management reserves the right to alter the location of exhibits or booths shown on the floor plan as it deems advisable. However, no change of location will be made without full discussion with the exhibitor affected by such change.

Installation and Dismantle

Exhibitors must work within the times allocated for installation and dismantle. The exposition officially closes at 3:30 p.m. on Friday, March 21, 2025. No packing of equipment or literature or

dismantling of exhibits or displays is permitted prior to the exhibit closing time.

Personnel

Each exhibiting company is entitled to three exhibitor registrations per booth space reserved. Use of these registrations is restricted to booth personnel only.

All personnel in the booth area must display the proper name badges throughout move-in, show hours, and move-out, and be dressed in professional attire.

Exhibitors agree to interact respectfully and thoughtfully with all registrants in the exhibit area, educational sessions, and networking situations and respect the rights of other exhibitors to conduct business without interference or improper interventions.

Unclaimed Space

Any space unclaimed by 6:00 p.m. on Wednesday, March 19, 2025, will be subject to reassignment. Show management will not be liable for any incurred expenses. If equipment has been shipped and is located in the booth, show management may order the exhibit to be set up and the exhibitor will be billed for those charges.

Union Labor

Exhibitors are required to observe all union contracts that may be in effect among official contractors, facilities and various labor organizations represented. Any labor required for booth installation or dismantle, or use of equipment must be ordered through the official service contractor.

Facilities

Exhibitors shall not damage or deface walls, doors, floors, or columns of the facility where the exposition is held as well as any equipment or furnishings provided in their booth area. The exhibitor will be held liable for any such damage. All space occupied by an exhibitor must be returned in the same condition as it was at the commencement of occupation.

Use of Exhibit Space

No exhibitor shall assign, sublet, or share the whole or any part of the space allotted without the consent of show management. No exhibitor is permitted to show goods other than those manufactured or handled by the company in the regular course of business. No firm or organization not assigned space in the exhibit hall will be permitted to solicit business in any manner within the exhibit area.

Noise Level

Any demonstrations or presentations must be conducted at a low volume so as to not disturb other exhibiting companies.

Logos

The association logo may not be used in any printed materials distributed by the exhibiting company.

Restrictions

Show management reserves the right to restrict exhibits that because of noise, methods of operation, or for any reason become objectionable and also to prohibit or evict without refund any exhibit or person that in the opinion of the management may detract from



the general character of the exposition or who interferes in any way with another exhibiting organization, their exhibit staff, or meeting attendees. No undignified manner of attracting attention will be permitted. No display material exposing an unfinished surface to neighboring booths or an aisle will be permitted.

The association reserves the right to prohibit exhibition or advertisement of any product it deems unsuitable for the exposition.

Service Contractor

Complete information, instructions, and schedules regarding shipping, drayage, labor, electrical, furniture, carpet, etc., will be included in the exhibitor service kit to be provided six weeks prior to the meeting dates. All outside contractors must comply with the exhibition rules and may be asked to provide a certificate of insurance for liability to show management.

All exhibitor shipments are to be directed through the service contractor. The hotel does not provide any storage spaces for exhibitor freight. Crates or boxes will be stored by the service contractor.

Attendee List

One attendee List will be provided per exhibit booth contracted. The list will include names of attendees who have agreed to provide their information.

Insurance

Each exhibiting company is to carry its own insurance. Neither the association nor facility can or will be responsible for damage to, loss, or theft of property belonging to any exhibitor, its agents, employees, business invitees, visitors, or guests. Show management may ask for certificates of insurance.



Security

The association and facility will not be liable for loss or damage to property of the exhibitors, their representatives, or employees from theft, fire, accident, or any other cause beyond its control. Exhibitors are advised to insure themselves at their own expense against property loss or damage and against liability or personal injury. The exhibitor shall indemnify the association and facility against and hold each harmless from negligence of the exhibitor in connection with the exhibitor's use of space.

Fire Regulations

All materials used in the exhibit booths must be made of flame-proof materials and conform to all the fire department regulations.

Liability

The exhibiting company, its agents, and representatives agree that the International Society of Psychiatric-Mental Health Nurses, the Marriott New Orleans and any of their officers, staff members, agents, or employees are not responsible for and are released from all liability as to any injury, loss, or damage that may occur to the exhibitor, the exhibitor's agents, directors, officers or employees, or to any other persons or to the exhibitor's property prior to, during, or after the holding of the Annual Conference.

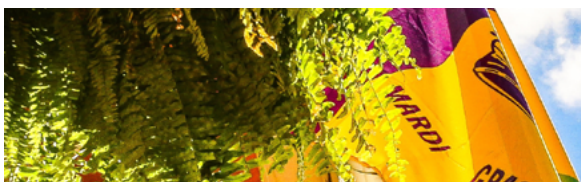
Cancellation of Exposition

No refund for space rental will be made after March 1, 2025, unless the space can be resold. In case the premises of the exposition are damaged or destroyed, or if access to the venue is prevented by reason of acts of God, emergencies declared by any government agency, or for any other reason, this contract may be terminated. In the event of such termination, the exhibitor waives any and all damages and claims for damages. Booth rental fees will be refunded minus any charges incurred on behalf of the exhibiting company.

Cooperation of Exhibitors

The foregoing regulations with reference to exhibits have been formulated in the best interests of the exhibitor and cooperation is therefore requested. These regulations are part of the agreement between the exhibitor and show management. Any matters not specifically covered in this prospectus and contract are subject to decision by show management. Show management reserves the right to make such changes, amendments, and additions to these rules as it considers advisable for the proper conduct of the exhibition, with the provision that all exhibitors will be advised of any such changes.





2025 Product Theater Presentations

Product Theaters are commercially supported, non-CE educational sessions held in conjunction with the ISPN Annual Conference in New Orleans, Louisiana, March 19-22, 2025.

Programs must be open to all meeting attendees. Applications are subject to approval by the ISPN or its agents/Executive Office staff.

Applications will be accepted until **February 19, 2025**.

Requirements

- The information presented in the Product Theater must be educational in nature and relate directly to the scientific interests and/or career development of attendees.
- Applications for Product Theaters will be evaluated for the ability to provide educational content distinct from that in the 2025 Annual Conference program.
- ISPN expects all presenting companies and affiliated parties to uphold the highest level of professionalism and facilitate a positive and professional learning environment.

- ISPN expects product theater sponsors will avoid any implication that product theaters are planned, implemented, endorsed or sponsored by the Association.
- ISPN reserves the right to restrict and/or dismiss at any time any event it deems undesirable, in poor taste, or offensive to attendees or for non-compliance with these guidelines.

Fees

A Product Theater sponsorship is available for \$7,500 plus the cost of food and beverage.

The fee includes:

- Promotion by ISPN in the Program, on the ISPN website, and mobile app.
- Basic audio-visual equipment (LCD projector, screen, and podium microphone).
- A head table for two people, podium, stage.
- Designated meeting room, seating in rounds.
- Signage in front of the meeting room.
- Recognition of Product Theater sponsorship in the program, ISPN newsletter, on the ISPN website, and mobile app.

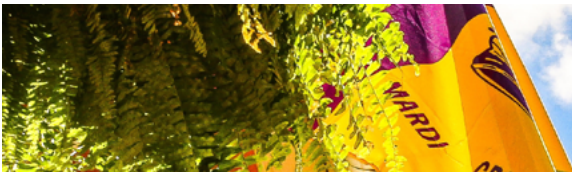
The fee does not include:

- Auxiliary costs related to the Product Theater.
- Additional AV equipment beyond basic equipment.
- Hard wired internet (basic wireless internet provided).
- Food and beverage expenses for breakfast or lunch.

Cancellation

Cancellations received on or prior to **February 19, 2025**, will receive a full refund if slot can be reassigned. If slot cannot be reassigned a 50% refund will be granted. No refunds for cancellations after **February 19, 2025**.





2025 Contract Application

International Society of Psychiatric-Mental Health Nurses Annual Conference

Conference Dates: March 19-22, 2025
Location: Marriott Hotel (555 Canal Street)
New Orleans, Louisiana USA

Type of Participation (check all that apply):
☐ Exhibit
☐ Product Theater Presentation
☐ Sponsor

Contact Information
List your company name as you would like it to appear in any promotions, the mobile app, and the ISPN website.

Full Company Name: _____

Mailing Address: _____

City: _____

State/Province: _____

Zip/Postal Code: _____

Country: _____

Company Telephone: _____

Company Email: _____

Company Website Address: _____

Contact Individual
Name of Contact Person (to whom all correspondence should be sent): _____

Contact Email: _____
Contact Telephone: _____

Terms and Conditions

- Enclose full payment.
- The ISPN will have the right of interpretation and approval on all matters pertaining to the contract rules and regulations. This application is made with the understanding that the applicant agrees to abide by all rules, regulations, and directives that may be issued by the ISPN in connection with this Annual Conference.

Signature Required

_____	_____
Name of Authorizing Officer	Title

_____	_____
Signature of Authorizing Officer	Date

Exhibit Booth

☐ Yes, our company will exhibit at the ISPN Annual Conference.

Number of Booths _____ X \$800
**If you are participating in a Product Theater or a certain level of sponsorship, an exhibit booth is complimentary.*

Exhibit Space Preference

1st choice: _____ 2nd choice: _____
3rd choice: _____ 4th choice: _____

List competitors you do NOT wish to be near:

Promotional Description

Promotional description of equipment, products, or services to be displayed (to be included in the program - 40 words or less):

Logo

Please include a high resolution company logo (.jpg or .png) with your application.



Product Theater

The fee for a Product Theater is \$7,500. Product theaters are held during breakfast or lunch. Companies sponsoring a Product Theater are responsible for paying for the food and beverage associated with their event. Product Theater sponsorship includes the meeting room and basic audio/visual equipment.

Indicate your intention below:

☐ Yes, our company will sponsor a Product Theater.

Do you have a preference of day?

- ☐ Thursday, March 20
☐ Friday, March 21
☐ Saturday, March 22
☐ No preference (staff will be in touch to discuss available open dates)

Title of Product Theater:

Presenter Name (including degrees):

Session Description

Please submit a 50-word description as it should appear in the Final Program:

Learner Objective

(50 words or less):

See [Page 9](#) for more information about Product Theaters. Please include a high resolution company logo (jpg or png) with your application.



Sponsorship

Specify your sponsorship selection below.

Sponsorship Opportunity: _____

Sponsorship Amount: _____

See [Page 3](#) for more information about Sponsorship Opportunities. Please include a high resolution company logo (.jpg or .png) with your application.

Payment

Check your participation below:

- ☐ Exhibit booth: \$800
- ☐ Product Theater: \$7,500
- ☐ Sponsorship: _____
(Different levels, consult [Sponsorship Opportunities](#) in this document.)

Amount Enclosed: \$ _____

☐ Check: Please make checks payable in US funds, drawn on a US bank to: International Society of Psychiatric-Mental Health Nurses (ISPN).

☐ Visa/MC/Discover Card/American Express Number: _____

Exp. Date: _____ CVV: _____

Amt. Authorized: \$ _____

Card Holder Name: _____

Card Holder Signature: _____

Billing Address: _____

City: _____

State/Province: _____

Zip/Postal Code: _____

Country: _____

Submission Information

Please sign and return with fee to:

International Society of
Psychiatric-Mental Health Nurses (ISPN)
2424 American Lane
Madison, WI 53704-3102 USA

Email: conferences@ispn-psych.org

Website: www.ispn-psych.org

Questions?

Contact Jane Shepard at conferences@ispn-psych.org.

Cancellation Policy

Exhibit cancellations received before February 19, 2024, will be charged a \$100 administrative fee. Product Theater cancellations before February 19, 2024, will be charged 50% of the paid fee.

