



76th Annual HCANJ Convention & Expo

October 29 & 30, 2024



Return this form by September 25, 2024

There is no onsite vendor registration.

VENDOR BADGE REGISTRATION FORM

BADGE REGISTRATION POLICY — SIX (6) BADGES PER EXHIBIT BOOTH MAXIMUM

- ▶ Booth includes six (6) badges. This form must be received by September 25, 2024. Each badge request or change after this date is subject to a \$50 late processing fee per badge or change. **You may not add any additional badges over six (6).** Make additions/changes with “Badge Addition/Change Form” at <https://www.hcanj.org/annual-conferences/vendors/annual-convention-expo/>.
- ▶ **Please TYPE your information directly into this fillable form (save to your computer). If information cannot be read, the name on your badge may not be correct.** All six company representatives must be pre-registered. Badges will not be mailed in advance. Vendors must pick up their own identification badge at the HCANJ Vendor Registration Desk upon arrival and be prepared to present company and/or personal identification.
- ▶ Each registrant **MUST** provide their **own unique email address - duplication of email addresses will result in the form being rejected.**
- ▶ Staff will monitor exhibit ballroom aisles to ensure badges are worn by registered individuals with the name clearly visible. If a badge is worn by anyone other than the named registered individual, the badge will be made unavailable for use by anyone for the duration of the conference, including the person whose name is on the badge.
- ▶ A valid driver’s license or other government-issued ID **AND** a business card may be required at the Convention Registration Area in the Conference Center.

Company _____ Assigned Booth # _____

Address _____
Street address City State/Zip

You must provide the name **AND** email of each person for whom you are requesting a badge.

1. Name _____ Email _____

2. Name _____ Email _____

3. Name _____ Email _____

4. Name _____ Email _____

5. Name _____ Email _____

6. Name _____ Email _____

Questions? Please contact Michelle Palko by phone at 609-890-8700 or email: michelle@hcanj.org

Internal use only: AMO Ent _____