



January 8, 2010

Dear Vendor:

Happy 2010!

The Indiana Health Information Management Association (IHIMA) would like to take this time to thank you for your continued support of our organization. Your Sponsorship in the past has enabled our association to be successful in providing education to our membership.

We use our annual Vendor Sponsorship Program to ask for your support one time during the year. The Vendor Sponsorship Program is organized by event. The contribution selection sheet outlines the various opportunities to support IHIMA. The amount of dollars that are contributed will make you eligible for one of the four categories of corporate membership which are described below:

Bronze Members	Sponsorship of \$500 - \$1,000
Silver Membership	Sponsorship of \$1,001 - \$1,500
Gold Membership	Sponsorship of \$1,501 - \$2,500
Platinum Membership	Sponsorship greater than \$2,500

Once you have achieved any one of these membership categories, additional benefits will be awarded to you. *Please refer to the attached Corporate Member Guidelines for a listing of these benefits.*

To be eligible for corporate member benefits please complete the attached selection sheet with application and return it to Marsha Shepherd, IHIMA Central Office Coordinator. Please note that this application also includes the vendor booth registration for our upcoming Annual Meeting on **April 19-21, 2010**, which will take place at the **Primo Banquet and Conference Center** in Plainfield, Indiana which is west of Indianapolis. **This is the same location as the 2007 through 2009 Annual Meetings.**

Return the applicable form(s) with payment *postmarked* no later than **March 12, 2010** to register for the Annual Meeting. See selection sheet for details – your application must be **postmarked by February 8, 2010 to receive the early bird discount for the vendor booth.** Space will not be guaranteed after March 12, 2010.

Again, IHIMA would like to thank you for your past and future Sponsorship to our association. We invite you to become one of our Corporate Members and look forward to furthering our business partnership in the future. Please contact Marsha Shepherd at IHIMA Central Office (812-630-3598), if you have any questions.

Sincerely,

Nancy Coffman-Kadish, MS, RHIA, CAPM
IHIMA President

IHIMA 2010 Corporate Member Guidelines

Bronze Members - Sponsorship of \$500 - \$1,000

BRONZE MEMBERSHIP includes:

- Recognition in the Annual Convention Program.
- Nametag ribbon at Annual Convention identifying as corporate sponsor.
- Special recognition through vendor showcase on IHIMA web site.

Silver Membership - Sponsorship between \$1,001 - \$1,500

SILVER MEMBERSHIP includes:

- Recognition in the Annual Convention Program.
- Eligible to serve as a member on IHIMA committees.
- Membership registration rates at state sponsored educational programs.
- Nametag ribbon at Annual Convention identifying as corporate member.
- Special recognition through vendor showcase on IHIMA web site.
- Premium choice of booth space at Annual Convention through early mailing.

Gold Membership - Sponsorship between \$1,501 - \$2,500

GOLD MEMBERSHIP includes:

- Recognition in the Annual Convention Program.
- Eligible to serve as a member on IHIMA committees.
- Membership registration rates at state sponsored educational programs.
- Nametag ribbon at Annual Convention identifying as corporate member.
- Special recognition through vendor showcase on IHIMA web site.
- Premium choice of booth space at Annual Convention through early mailing.
- IHIMA Membership Handbook (name / place of employment, if provided to IHIMA).

Platinum Membership - Sponsorship greater than \$2,500

PLATINUM MEMBERSHIP includes:

- Recognition in the Annual Convention Program.
- Eligible to serve as a member on IHIMA committees.
- Membership registration rates at state sponsored educational programs.
- Nametag ribbon at Annual Convention identifying as corporate member.
- Special recognition through vendor showcase on IHIMA web site.
- Premium choice of booth space at Annual Convention through early mailing.
- IHIMA Membership Handbook (name / place of employment, if provided to IHIMA).
- One free registration at each state sponsored educational programs.
- Complimentary company link on IHIMA website.

IHIMA CONTRIBUTION SELECTION SHEET - January 2010 to December 2010

SPONSORSHIP OPTIONS	PRICE	QUANTITY	SUB-TOTAL
FALL CONFERENCE 2010			
Fall Conference Speaker Sponsorship	\$ 285		
Fall Conference Break Sponsorship	\$ 285		
ANNUAL CONVENTION (vendors April 19-21, 2010)			
Ad in Annual Convention Program	Deadline 2/8/10		
Business Card Ad	\$ 95		
1/4 Page Ad	\$ 150		
1/2 Page Ad	\$ 205		
Full Page Ad	\$ 390		
Annual Convention Speaker Sponsorship	Deadline 1/29/10		
Keynote Speaker	\$2300		
General Session	\$1150		
Break-Out Speaker	\$ 285		
Plaques presented at Annual Convention	\$ 115		
Program at Annual Convention	\$ 575		
Break (Continental Breakfast) - 1/2 sponsorship	\$1,725		
Break (Continental Breakfast) - full sponsorship	\$3,500		
Break (Beverage-Snacks) - 1/2 sponsorship	\$ 575		
Break (Beverage-Snacks) - full sponsorship	\$1,150		
Attendee Reception (Bev-Snacks)	\$1,500		
Membership Lunch Partial - Sponsorship	\$2,875		
Dinner - Executive Board Meeting	\$ 575		
Not-So-Silent Auction item (indicate value amount (=/exceed)	\$ _____		
Vendor Booth @ Annual Convention Earlybird: \$600 postmark deadline 2/8/10; \$750 postmarked between 2/8/10 & 3/12/10; \$1,000 postmarked after 3/12/10 - if space available	\$ _____	Maximum: 2 _____	
WEB SITE			
1 Year Banner/Link Ad	\$400		
1 Year Web Link on IHIMA Web Site	\$400		
Advertise upcoming CE workshop	\$75 (each)		
SCHOLARSHIPS (recognition at Annual Convention)			
Undergraduate	\$ 575		
Graduate	\$1,150		
TOTAL SPONSORSHIP		\$ _____	
CHECK TOTAL:		\$ _____	
CORPORATE LEVEL CATEGORIES: Corporate membership levels are based upon total sponsorship dollars. Corporate Level Membership levels: Bronze: \$500-1000; Silver \$1001-1500; Gold \$1501-2500; Platinum Greater than \$2500. Please refer to Corporate Member Guidelines for benefit details. IHIMA reserves the right to reallocate funds as deemed appropriate			

Please mail selection sheet with check payable to IHIMA @ PO Box 96, Ireland, IN 47545-0096 (ph# 812-630-3598)
Paypal payment available – check the website and/or call for details.

COMPANY: _____ WEB ADDRESS: _____

CONTACT: _____ E-MAIL ADDRESS: _____

ADDRESS: _____ PHONE(S): _____

CITY/STATE/ZIP:

**INDIANA HEALTH INFORMATION MANAGEMENT ASSOCIATION
2010 ANNUAL CONVENTION - EXHIBITOR REGISTRATION FORM
Primo Banquet and Conference Center ~ April 19, 20 & 21, 2010
OUR THEME: "HOPE IN A NEW DECADE"**

CONTACT INFORMATION FOR EXHIBIT BOOTH

COMPANY NAME:

COMPANY DESCRIPTION:

CONTACT NAME:

ADDRESS:

CITY/STATE/ZIP:

PHONE #: _____ E-MAIL (required for updates):

**Vendor Booth @ Annual Convention: *Earlybird*: \$600 postmark deadline 2/8/10
\$750 postmarked between 2/8/10 & 3/12/10; \$1,000 postmarked after 3/12/10 - if space available**

SELECT: ? SINGLE BOOTH (one 8'X10') ? DOUBLE BOOTH (two 8'X10')

If applicable, indicate Exhibitor booth (s) which you may wish not to be located near:

Exhibitors Name Badges – PLEASE PRINT or TYPE:

CONVENTION VENDOR SCHEDULE (subject to change):

Set up may be available on Monday – details to follow

Tuesday, April 20, 2010

9:00-11:00 am Registration & Vendor set-up
11:30 am-1:00 pm Lunch/Dedicated Vendor session
2:30-2:45 pm Break/Vendor session

Wednesday, April 21, 2010

10:00 am Vendor Exhibit opens
11:30 am-1:00 pm Lunch/Dedicated Vendor Session
2:00-2:15 pm Break/Vendor session

Decorating Company/Exhibit Company: An order form and price list for equipment will be forthcoming after the February 8, 2010 deadline and/or upon receipt of payment and registration with IHIMA. Decorating company will be in contact with the vendor prior to the event. **The theme colors for the show will be black, white and pink.**

- **CANCELLATIONS:** In the event of a cancellation, a refund of *one half the registration booth fee* will be made if the cancellation is made prior to March 12, 2010. If cancellation occurs after March 12, 2010, no refund will be made.
- **HOSPITALITY SUITES:** Should your company wish to have a Hospitality Suite, please notify us so that we may advertise the event in our program. Information on Hospitality Suites can be obtained directly from the hotels in the area.
- **INSTALLATION AND REMOVAL OF EXHIBITS:** Exhibitors set up before 11:00am on Tuesday, April 20, 2010. Removal time will be Wednesday, April 21, 2010 by 4:00pm EST.
- **NOTE:** The exhibit area is open to exhibitors whose products or services are related to the health care field and professionals. IHIMA reserves the right to reject applications for exhibit space of those exhibitors who products or services do not meet this criteria.

Indiana Health Information Management Association
April 19-21, 2010

Silent Auction Donation Form

Name: _____

Business: _____

Address: _____

Telephone: _____

E-Mail Address: _____

____ I will be providing a service/product/gift certificate to include in the IHIMA Scholarship Fund Auction:

_____ (Item)

____ I will be unable to provide an item/service/product for the Auction, but I will make a donation of \$_____ for the IHIMA Scholarship Fund.

____ I am not interested in supporting the IHIMA Scholarship Fund at this time, but I would appreciate information in the future.

Please send auction items to: Marsha Shepherd, RHIA
IHIMA Central Office Coordinator
2195 Cobblestone Rd.
Jasper, IN 47546

DONATION DEADLINE: Postmark by March 12, 2010

If you have questions or would like additional information, please contact Marsha in the

Central Office: centraloffice@ihima.org ~ phone 812-630-3598

**Thank you for your support of the
Indiana Health Information Management Association**