

Indiana Black & Minority Health Fair

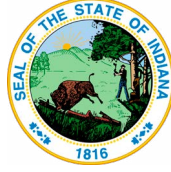
SPONSOR & EXHIBITOR PACKET 2024



CULTURE OF

HEALTH

INDIANA BLACK & MINORITY HEALTH FAIR



Eric J. Holcomb
Governor

Lindsay M. Weaver, MD, FACEP
State Health Commissioner

2024 INDIANA BLACK & MINORITY HEALTH FAIR EXHIBITOR

Dear Partner:

The Indiana Black & Minority Health Fair has provided for 38 years nearly \$4,000 in free healthcare, resources, screening and education to address racial and ethnic health disparities.

The 2024 Indiana Black & Minority Health Fair will be held Thursday, June 27, through Sunday, June 30, in Halls J & K at the Indiana Convention Center in Indianapolis. The theme is "Culture of Health." We invite you to join us as an exhibitor to ensure we can continue to provide our communities the services they need.

Enclosed is information for being an exhibitor in 2024, along with a link to submit your application. Please fill out the application by Wednesday, April 1. This will ensure that your organization has a spot reserved for the event and allow us to have adequate time for logistical purposes.

We appreciate your continued support of the 2024 Indiana Black & Minority Health Fair. Without your commitment, thousands of Hoosiers might miss out on this opportunity to receive these valuable healthcare services each year. Thank you for being a part of promoting healthier behaviors to our communities.

If you have any questions, please email info@inbmhf.com.

Yours in health,

Handwritten signature of Lindsay M. Weaver in black ink.

Lindsay M. Weaver, MD, FACEP
State Health Commissioner

Handwritten signature of Antoniette M. Holt in black ink.

Antoniette M. Holt, MPH
Director, Office of Minority Health

To **promote**, **protect**, and **improve** the health and safety of all Hoosiers.

38th Annual Indiana Black & Minority Health Fair June 27–30, 2024

Indiana Convention Center, 100 South Capitol Avenue, Indianapolis, IN 46204

EVENT INFORMATION

For 38 years the Minority Health Fair has been a community-oriented event dedicated to promoting and enhancing the well-being of individuals from diverse backgrounds. The fair focuses on addressing the unique health challenges faced by minority populations, aiming to provide valuable resources, information, and services to improve overall health outcomes.

Attendees can expect a variety of health screenings, educational sessions, and interactive activities tailored to the specific needs and concerns of minority communities. Professionals and experts in various healthcare fields may be present to offer guidance on preventive care, nutrition, mental health, and other key aspects of well-being.

Overall, the Minority Health Fair strives to empower individuals from minority backgrounds to take proactive steps toward improving their health while promoting inclusivity, understanding, and collaboration within the community.



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EXHIBITOR INFORMATION

If your organization is selected to exhibit during the 38th Annual Indiana Black & Minority Health Fair, your organization will be responsible for the following:

1. Provide sufficient agency staff/volunteers to staff the agency booth from 4:00 pm – 8:00 pm on Thursday, June 27; 1:00 pm – 7:00 pm on Friday, June 28; 10:00 am – 7:00 pm on Saturday, June 29; and from noon – 6:00 pm on Sunday, June 30.
2. Set up your exhibit during the move-in time on Wednesday, June 26 8:00 am – 5:00 pm and break down your booth after the closing of the Health Fair on Sunday, June 30 at 6:00 pm.
3. Develop and implement an interactive activity for the participants visiting the Health Fair to educate/ screen them on pertinent health topics. Provide and distribute educational material or information relating to the health condition being screened to all participants, regardless of their screening results.
4. Provide verification that the screening test used at the Health Fair is reliable and that the individuals administering the screening test are trained and certified. Your agency screening protocol is to be provided to IDOH by June 17, 2024.
5. Provide the IDOH/OMH with a total number of visitors at your booth, and how many of those were screened, by July 15, 2024.
6. Ensure that hazardous waste is removed by the appropriate IDOH/OMH staff member and that the booth area is cleaned of all hazardous waste by teardown on Sunday, June 30.
7. Abide by the Universal Precaution guidelines, if applicable, provided by IDOH.
8. Develop and implement a follow-up protocol for Health Fair participants at your booths who have abnormal screening results.

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QUICK FACTS FOR EXHIBITORS

EXHIBIT BOOTH IMPORTANT DATES:

Monday, April 1, 2024

Deadline for sponsor registration

Friday, May 24, 2024

Deadline for payment to IDOH

Monday, June 3, 2024

Deadline for booth component changes

Thursday, June 6, 2024

Deadline for withdrawal (No refund after)

VEHICLE/MOBILE UNIT MOVE-IN:

Tuesday, June 25, 2024

7:00 am – 12:00 pm

Please see special vehicle instructions at inbmhf.com for mobile units

EXHIBIT MOVE-IN:

Wednesday, June 26, 2024

8:00 am – 5:00 pm

All exhibits must be fully installed by 5:00 pm

EXHIBIT HOURS:

Thursday, June 27, 2024

4:00 pm – 8:00 pm

Friday, June 28, 2024

1:00 pm – 7:00 pm

Saturday, June 29, 2024

10:00 am – 7:00 pm

Sunday, June 30, 2024

Noon – 6:00 pm

All exhibits must be open and manned during exhibit hours

EXHIBIT MOVE-OUT:

Sunday, June 30, 2024

6:00 pm – 8:00 pm

All exhibits must stay open and manned until the closing of the Health Fair at 6:00 pm. If you are unable to move out of your booth on Sunday, June 30, please contact info@inbmhf.com to set up an arrangement.

VEHICLE/MOBILE UNIT MOVE-OUT:

Sunday, June 30, 2024

ONLY AFTER 6:00 pm

Vehicles/mobile units MUST be out by 8:00 pm on Sunday, June 30. If you are unable to move out your mobile unit on Sunday, June 30, please contact info@inbmhf.com to set up an arrangement.

IDOH is not responsible for your items after 8:00 pm on Sunday, June 30, 2024. Any questions concerning move-out times, please contact info@inbmhf.com.

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PACKAGES

MAINSTAGE PARTNER: \$25,000

Will Receive:

- Sponsor logo in print advertising
- Mention on radio PSAs
- Welcome message at the Health Fair opening
- Mention of sponsor in media outreach (news release, etc.)
- Sponsor logo prominent on Health Fair website
- Sponsor logo prominent on T-shirts
- Sponsor logo prominent on Health Fair signage, with recognition of level of sponsorship
- Sponsor recognition brunch with State Health Commissioner
- Twenty (20) IBE Corporate Luncheon tickets (pending)
- Signage across full stage, digital and static branding
- One optional 20-minute stage session



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PACKAGES

PLATINUM HEALTH PACKAGE:

\$40,000 contribution and above / In-kind services*

Will Receive:

- Sponsor logo in print advertising
 - Mention on radio PSAs
 - Mention of sponsor in media outreach (news release, etc.)
 - Sponsor logo prominent on Health Fair website
 - Sponsor logo prominent on T-shirts
 - Sponsor logo prominent on Health Fair signage, with recognition of level of sponsorship (hanging banners, photo op wall, entrance unit, etc.)
- Sponsor recognition brunch with State Health Commissioner
 - Twenty (20) IBE Corporate Luncheon tickets (pending)

Booths

- 20' x 40' booth space
- \$13,000 towards booth spending**

GOLD HEALTH PACKAGE:

\$27,500 contribution and above / In-kind services*

Will Receive:

- Sponsor logo in print advertising
 - Mention on radio PSAs
 - Mention of sponsor during media outreach (news release, etc.)
 - Sponsor logo on Health Fair website
 - Sponsor logo on T-shirts
 - Sponsor logo on Health Fair signage, with recognition of level of sponsorship (hanging banners, photo op wall, entrance unit, etc.)
- Sponsor recognition brunch with State Health Commissioner
 - Ten (10) IBE Corporate Luncheon tickets (pending)

Booths

- 20' x 30' booth space
- \$8,000 towards booth spending**

* & ** See page 10

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SPONSORSHIP PACKAGES

SILVER HEALTH PACKAGE:

\$17,500 contribution and above / In-kind services*

Will Receive:

- Sponsor logo in print advertising
- Sponsor logo on Health Fair website
- Sponsor logo on T-shirts
- Sponsor logo on Health Fair signage, with recognition of level of sponsorship (hanging banners, photo op wall, entrance unit, etc.)

- Sponsor recognition brunch with State Health Commissioner
- Four (4) IBE Corporate Luncheon tickets (pending)

Booths

- 20' x 20' booth space
- \$5,000 towards booth spending**

BRONZE HEALTH PACKAGE:

\$14,500 contribution and above / In-kind services*

Will Receive:

- Sponsor logo on T-shirts
- Sponsor logo on Health Fair website
- Sponsor logo on Health Fair signage, with recognition of level of sponsorship (hanging banners, photo op wall, entrance unit, etc.)
- Two (2) IBE Corporate Luncheon tickets (pending)

Booths

- 10' x 30' booth space
- \$3,000 towards booth spending**

* & ** See page 10

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SPONSORSHIP PACKAGES

COPPER HEALTH PACKAGE: **\$10,000 contribution and above / In-kind services***

Will Receive:

- Sponsor logo on T-shirts
- Sponsor logo on Health Fair signage, with recognition of level of sponsorship (hanging banners, photo op wall, entrance unit, etc.)
- Sponsor logo on Health Fair website

Booths

- 10' x 20' booth space
 - \$2,000 towards booth spending**
-

BRASS HEALTH PACKAGE: **\$3,000 contribution and above**

Will Receive:

- Sponsor logo on T-shirts
- Sponsor logo on Health Fair signage, with recognition of level of sponsorship (hanging banners, photo op wall, entrance unit, etc.)
- Sponsor logo on Health Fair website

Booths

- 10' x 10' booth space
 - \$1,000 towards booth spending**
-

EXHIBITOR HEALTH PACKAGE: **\$2,500 For-profit / \$1,000 Non-profit**

Will Receive:

- Notation in all event space maps / signage

Booths

- 10' x 10' booth space
- \$500 towards booth spending**

* & ** See page 10

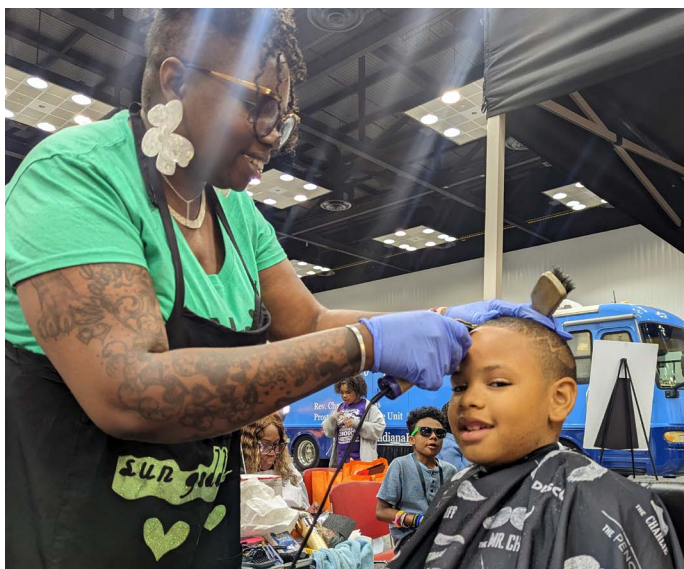
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SPONSORSHIP PACKAGES

***In-kind Services** — The value of goods and services provided at the event. The combination of contributions and in-kind services must equal the dollar amount specified in the sponsorship level package. Specific amounts are subject to IDOH approval. All organization screening protocols must be provided to the Indiana Department of Health by June 17, 2024.

****Booth Spending** — Sponsors will receive a booth spending allowance to spend on amenities, such as electricity, tables, chairs, and carpet. Any additional requests will be purchased through the show designer (Fern).



2024 Indiana Black & Minority Health Fair

VEHICLE/MOBILE UNIT RULES

- VEHICLE MOVE-IN WILL BE **TUESDAY, JUNE 25, BETWEEN 7:00 AM & 12:00 PM EDT**
- VEHICLE MOVE-OUT WILL BE **SUNDAY, JUNE 30, AFTER 6:00 PM**

If you are unable to move out your mobile unit on Sunday, June 30th, please contact info@inbmhf.com to set up an arrangement

NOTE: Please inform Convention Center personnel that your vehicle is going to Hall K, and they will direct you.

For the full list of Indiana Convention Center Rules and Regulations, click here:

https://www.icclos.com/wp-content/uploads/2024/01/ICCLoS_FacilityGuide_01_2024.pdf

EXHIBIT HALL REGULATIONS

2.4 MOTORIZED EQUIPMENT OPERATION

1. **The maximum amount of fuel** (gasoline, diesel, liquefied petroleum gas, and liquefied natural gas) permitted to remain in the tank is **less than one-fourth (1/4) of a tank**.
2. **Fuel tank covers must be locked**, taped, or sealed and approved by the State of Indiana Fire Marshal and City of Indianapolis Fire Department.
3. **All battery connections** must be removed from the battery upon termination of the move-in to commencement of the move-out. Both cables must be taped to avoid any chance of sparks.

If you have any questions, please email
info@inbmhf.com

**THANK YOU FOR YOUR PARTICIPATION
IN THE 2024 INDIANA BLACK & MINORITY
HEALTH FAIR.**



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