



ASSOCIATION MANAGEMENT CENTER
 8735 WEST HIGGINS ROAD, SUITE 300
 CHICAGO, IL 60631
 847/375-4857 PHONE

MEETING PROFILE:



CONTACTS: Vanessa Mobley, CMP
 Senior Meetings Manager

Brianna Harmon
 Meetings Administrator

ORGANIZATION PROFILE: The American Association of Neuroscience Nurses (AANN) was founded in 1967, (AANN) has a membership consisting of nurses and other health care professionals employed in diverse areas of neuroscience patient care. Members work in clinical research, administrative, and educational settings. AANN contributes to the field of neuroscience nursing through continuing education, information dissemination, standard setting and advocacy on behalf of neuroscience patients, families and nurses.

SITE SELECTION: It is AMC's written policy to work closely with our regional sales office representative when booking any client meetings. Should you have any questions regarding our meetings, please contact your regional office. This will facilitate the optimal working relationship between our offices.

ROTATION PATTERN: East, West, Central

SELECTION PROCESS: Meetings department does research with regional sales representative. Recommendations are made to the board of directors, by the meetings department. Final decision is made by board.

SITE DECISION: Approximately 2- 3 years out.

EXHIBIT SPACE: 40,000 to 45,000 gross square feet

CONFERENCE SITES:

2005	April	Washington D.C.	Omni Shoreham
2006	April	San Diego, CA	Manchester Grand Hyatt
2007	April	Orlando, FL	Gaylord Palms Hotel
2008	March	Nashville, TN	Renaissance Nashville & Nashville Convention Center
2009	March1	Las Vegas, NV	Rio All Suites Casino Resort
2010	March3	Baltimore, MD	Baltimore Convention Center & Hilton Baltimore
2011	March	Kansas City, MO	Kansas City Convention Center & Marriott Kansas City
2012	April	Seattle, WA	Washington State Convention & Trade Center, Grand Hyatt & Seattle Hyatt at Olive 8
2013	March	Charlotte, NC	Charlotte Convention Center and Westin Charlotte
2014	March	Anaheim, CA	Disneyland Resort

2015	March	Nashville, TN	Renaissance Nashville & Nashville Convention Center
2016	March	New Orleans, LA	Hyatt Regency New Orleans
2017	March	Boston, MA	Hynes Convention Center
2018	March	San Diego, CA	Marriott Marquis San Diego
2019	March	Denver, CO	Colorado Convention Center and Hyatt Regency Denver Convention Center

REQUIRED SLEEPING ROOM BLOCK :

Wednesday	20
Thursday	70
Friday	325
Saturday	550
Sunday	550
Monday	500
Tuesday	100
Wednesday	10
Total	2125

MEETING SPACE REQUIREMENTS

WEDNESDAY

8am-24 hours	AV Company Office
8am-24 hours	Staff Office (1,000 square feet)

THURSDAY

24 hours	AV Company Office
24 hours	Staff Office
8am-24 hours	Registration Set-Up
	<ul style="list-style-type: none"> • 6 registration counters & 7 cyber café stations
8am-24 hours	2 committee rooms
12-6pm	AANN New Board Orientation
	15pp conference

FRIDAY

24 hours	AV Company Office
24 hours	Staff Office
24 hours	Registration Set-Up
	<ul style="list-style-type: none"> • 5 registration counters
8am- 24 hours	4 Committee Meeting Rooms
8am-6pm	Board Meeting
	<ul style="list-style-type: none"> • Continental breakfast & AM/PM breaks. • Will need separate room for lunch.
8am-24 hours	6 Session Rooms
	100 to 150 classroom (day 1)
	200 to 250 theater (day 2, 3 & 4)
8am-24 hours	Exhibit Decorator Set-Up

SATURDAY

24 hours	AV Company Office
24 hours	4 Committee Meeting Rooms
24 hours	Exhibits & Posters
24 hours	Registration
24 hours	Staff Office
24 hours	6 Session Rooms
8am-6pm	3 Board Meetings (ABNN; SCRN and CNRN)
	<ul style="list-style-type: none"> • Continental breakfast & AM/PM breaks.
8am-24 hours	General Session Set-up
	1200pp theater
	Plus room for staging and

8am -24 hours	Commercially Supported Symposium Room Set-up	rear screen projection
12-2pm	ABNN Board & TDC Lunch	350 to 400pp rounds
6-8pm	Reception with exhibits & posters	40pp rounds 600pp

SUNDAY

24 hours	AV Company Office	
24 hours	4 Committee Meeting Rooms	
24 hours	Exhibits & Posters	
	• AM/PM breaks and box lunch with Exhibits & Posters.	
24 hours	General Session	
24 hours	Registration	
24 hours	Staff Office	
24 hours	6 Concurrent Sessions	
24 hours	Commercially Supported Symposium Room	
3-6pm	4 Special Focus Groups	50pp theater
6-7:30pm	ABNN Certification Reception	300 to 350pp

MONDAY

24 hours	AV Office	
24 hours	4 Committee Meeting Rooms	
24 hours-Midnight	Exhibits & Posters	
24 hours	Registration	
24 hours	General Session	
24 hours	Staff Office	
24 hours	6 Concurrent Sessions	
24 hours	Commercially Supported Symposium Room	

TUESDAY

24 hours-6pm	AV Office	
24 hours-6pm	4 Committee Meeting Rooms	
24 hours-6pm	Registration	
24 hours-5pm	General Session	
24 hours-6pm	Staff Office	
24 hours-6pm	Commercially Supported Symposium Room	
24 hours-6pm	6 Concurrent Sessions	
11am-6pm	Post conference Meeting	100 to 150 classroom

ADDITIONAL REQUESTS:

- 15 staff rooms at complimentary or at 50% off conference rate.
- 1 complimentary 2 bedroom Presidential suite for President of AANN with complimentary internet access and welcome amenity.
- 1 complimentary junior suite for President-Elect of AANN with complimentary internet access and welcome amenity.
- 1 complimentary 1 bedroom suite for Executive Director of AANN with complimentary internet access and welcome amenity.
- 1 complimentary 1 bedroom suite for ABNN President with complimentary internet access and welcome amenity.
- 1 complimentary 1 bedroom suite for AMWF President with complimentary internet access and welcome amenity.
- 20 board upgrades at conference rate with complimentary internet access and welcome amenity.
- 6 round trip limousine transfers to and from airport.
- 1/40 comps
- Complimentary room drop for entire room block.
- Complimentary access to hotel fitness center
- Complimentary internet access for group sleeping rooms.
- Complimentary WiFi in meeting space.
- Discount for attendees in hotel outlets

- 2 complimentary room nights for site visit for 2pp total of 4 nights.

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updated 9/29/17