

Dear Colleague:

The Minnesota Organization of Leader's in Nursing's (MOLN's) **2025 Spring Leadership Conference** is scheduled for **April 17-18, 2025** at the Minneapolis Marriott Northwest, 7025 Northland Drive North in Minneapolis, Minnesota and we would love for you to participate as an exhibitor at the conference. Participating in the Spring Conference will provide you with an excellent opportunity to network with around 250 Nurse Executives in diverse leadership roles – and we hope you will choose to join us!

Exhibit hours are scheduled from 7:00 am – 5:30 pm on Thursday, April 17. Attendees will have scheduled times to visit exhibits throughout the day, including during breakfast, lunch, breaks and a special Attendee/Exhibitor social scheduled from 4:00 – 5:30 pm.

Exhibitors may begin setting up their displays the evening of **Wednesday, April 16**, specific time TBD, in the **Northland Ballroom**. A MOLN representative will be available at the hotel to assist you. The exhibit area will open at 7:00 am on Thursday morning. Exhibits will be held in space separate from the conference presentations, but beverage/snack breaks will be set up in the exhibit area to encourage networking.

The Exhibitor Display Fee is \$1,400.00 per table which includes: ONE 8-foot, clothed, skirted table, chair(s), wastebasket, and tickets to participate in the breakfast, lunch and Exhibitor/Attendee social on Thursday for up to two (2) company representatives. The Exhibitor/Attendee Social beginning at 4:00 pm will provide you with additional time for exhibitors and attendees to network while enjoying appetizers and drinks from the cash bar. If you have additional representatives that would like to participate in the meals and social Thursday, tickets are available at a cost of \$75.00 per representative. Electricity is also available for an additional cost.

Please complete the attached Exhibitor Registration Form and email it along with your company logo (.png or .jpg format) to the MOLN Office at office@moln.org by **March 15, 2025** for processing. Credit card and check payments are accepted. MOLNs Tax ID# is 41-1797109. A completed W-9 can be provided upon request.

Sleeping rooms have been blocked at the Minneapolis Marriott Northwest for April 16 and 17 at a rate of \$149.00 plus taxes for double and king suites. Self-parking is free for all registered guests. Sleeping rooms can be reserved online by visiting [Minneapolis Marriott NW Room Block](#) or by calling the hotel directly at 763.536.8300 identifying yourself with the MOLN room block. **Reservations must be made on or before March 25, 2025.**

We hope you will choose to participate as an exhibitor at the MOLN 2025 Spring Leadership Conference! Exhibit space is assigned on a first-come, first served basis, so please return your registration form as soon as possible. Don't miss out on your opportunity to get in front of Minnesota's nursing leadership community!

If you have any questions, please email office@moln.org. We look forward to seeing you in April!

Sincerely,

MOLN Office

MOLN Board of Directors

MOLN PDC Conference Planning Team