

August 14, 2008

Re: SCHA Annual Conference

Dear Potential Sponsor or Exhibitor:

As president-elect of the Southern College Health Association (SCHA), I would like to invite you to join us at the SCHA annual meeting being held at the Nashville Marriott at Vanderbilt University.

Vanderbilt University and Middle Tennessee State University will co-host the annual meeting from March 5 - 7, 2009. We anticipate over 250 participants from colleges and universities from the southeast quadrant of the US. Participants will include physicians, nurses, physician assistants, health educators, psychologists, information technology specialists, pharmacists, administrative support staff and college health care administrators.

I invite you to join us as a SCHA sponsor or exhibitor. Please see the enclosed brochure which highlights the levels of sponsorship and/or exhibiting opportunities.

Conference display areas will be available for set-up on Thursday, March 5. Exhibits may remain open through 11:30 on Saturday, March 7. During the conference the sponsors and exhibitors will be located in the hallways surrounding the majority of the presentation rooms. It is our intention to hold breaks in the exhibitor's area. Exhibitors will have two chairs per set up, a skirted table and one wastebasket. To make arrangements for additional set-up needs (e.g., wired internet access, additional electrical outlets, etc.) as well as shipping and receiving, please contact Ms. Vicky Garner-Ballard at (615)340-5162 or vicky.ballard@wcghotels.com. Neither Nashville Marriott at Vanderbilt University nor SCHA will accept responsibility for any unsecured items left unattended at the exhibitor's tables.

Enclosed you will find a brochure with information on the various levels of sponsorship, an "Exhibitor Agreement" and a "Letter of Agreement" for making a sponsorship gift to the conference. Exhibit location will be determined by level of giving on a first come, first served basis. Please return your agreement to sponsor and/or exhibit by October 15, 2008 and make sure all checks are made to "Southern College Health Association". Please remember that sponsors who respond first will get first choice of the sponsorship opportunities.

I thank you for your consideration to sponsor or exhibit. The SCHA conference is funded fully by sponsors and exhibitors. We appreciate your contribution and literally cannot hold the SCHA annual meeting without your help. The Vanderbilt and Middle Tennessee State health center staffs look forward to working with you to make SCHA 2009 a success. If you have additional questions, please contact me at (615)343-4083 or jennifer.swails@vanderbilt.edu.

With regards,

Jennifer Swails
Vanderbilt University
President-Elect, SCHA