Dear ANACP-WACAP-CNAHA conference sponsor:

I hope this letter finds you in good health and high spirits. I'm delighted to extend a warm welcome to you as a valued sponsor of our upcoming 2023 ANACP-WACAP-CNAHA conference at Bellevue, Washington. We are truly honored to have your support and partnership, and we look forward to a successful and mutually beneficial collaboration.

To ensure a seamless partnership and to facilitate the process, I would like to provide you with some important instructions and details:

1. **Exhibition instructions:** Conference exhibition is scheduled to take place in the **Skyview Ballroom** at Hilton Bellevue from **8am to 4pm on September 9th**, 2023 (Hilton Bellevue address is 300 112th Ave SE, Bellevue, WA 98004, tele 425-4551300). I strongly advise you to arrange your exhibition table setup by around 7:30am. We will offer a continental breakfast in the Skyview Ballroom, allowing you the opportunity to engage with attendees during the early hours. We also provide designated morning and afternoon break time for attendees to view the sponsors exhibition. Each exhibition table (size of 6x2') includes provision for two representatives. **Please provide the names to** CME.ANACP@gmail.com, we will create a personalized name tag for you. We will encourage participants to actively engage with the booth exhibition through a lucky draw entry mechanism, which involves obtaining signatures from sponsor representatives.
   Should you require accommodations, here is the link to avail of the hotel discount: https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=LIONHF&groupCode=NACPCI&arrivaldate=2023-09-07&departuredate=2023-09-10&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT
2. **Logo and advertising:** Please provide us with your company's high-resolution logo. Gold level sponsors are requested to submit a ½ page advertisement, while Diamond level and above sponsors are expected to provide a full-page advertisement. These details will be utilized in our conference brochure. **Please send all relevant information to** CME.ANACP@gmail.com by the **deadline of August 19th**.
3. **Event agenda:** Conference agenda is attached in this email. We encourage you to share any preferences or requirements to enhance your experience during the event.
4. **Communication:** This conference is a joint event by ANACP, WACAP and CNAHA. If you have specific inquiries regarding the relevant association, please reach out to the association representative.
   Lei Gao MD (ANACP), CME.ANACP@gmail.com
   Sherri Zhu MD (WACAP), wacap2016@gmail.com
   Xinge Hu MD (CNAHA), memebers@cnaha.org
5. **Post-Event Evaluation:** We highly value your feedback and insights. After the event, we will reach out to you for your thoughts on our collaboration, event execution, and the overall experience. Your input will be instrumental in our continuous improvement efforts.

Once again, thank you for joining hands with us to make a positive impact. We are excited to embark on this journey together and look forward to achieving great success through our combined efforts.

Warm regards,