

To: White River Medical Department Directors
From: Ronald Richardson, Wellness Coordinator
Subject: 2009 Ladies Night Out
Date: August 3, 2009

White River Medical Center and Citizens Bank will once again be sponsoring Ladies Night Out, to be held on Tuesday, October 13th at Independence Hall on the campus of UACCB. This will be the 17th Annual Ladies Night Out, and we hope to make it a fantastic event.

Attached is a registration form to reserve booth space to promote your department and services. As always, available space is limited, so please make sure to return your registration form as soon as possible. No registrations will be accepted after 5:00 PM on Friday, September 18, 2009.

As in the past, the Marketing Department will be happy to help you with ordering any give-a-way items you would like to purchase. In order to make sure your items arrive in time for Ladies Night Out, all give-a-ways must be ordered no later than Friday, August 28th. If you need ideas for items you can purchase, or if you have any graphic design needs, please let us know as soon as possible.

If you have any questions about booth registration, give-a-ways, or graphic design services, please contact:

Kathy Bailey
Marketing Specialist
262-6149
kbailey@wrmc.com

Sheila Mace
Marketing Coordinator
262-6070
smace@wrmc.com

Ronald Richardson
Wellness Coordinator
262-1834
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Thanks!!

RR

*17th Annual
Ladies Night Out
October 13, 2009*

Booth Registration Form

(Please print)

Department _____

Contact Person _____

Phone _____ Fax _____

e-mail _____

Booth Size: 10'x 8'. One table and two chairs will be provided for each booth. White linen table covers will be provided.

Additional tables: _____ # of tables

Will You Need: _____ Electricity
_____ Wall Booth

What health related service/screening, demonstration, or giveaway will you provide to guests?

- **Due to the limited amount of space available, additional tables or multiple booths will be reserved for vendors providing screenings.**
- **Deadline for registration is September 18, 2009. Booths can be set up between 1 PM and 3 PM, Oct. 13th. Booths must be set up NO LATER than 3 PM.**

If you have any questions, please call (870) 262-6149.

Please complete and return to:
Kathy Bailey, Marketing Specialist
White River Medical Center
P. O. Box 2197
Batesville, AR 72503
Fax: (870) 262-3248