



# **TACDC Annual Conference**

**April 16-18, 2023**

**South Padre Island, Texas**

# Exhibiting Information

Thank you for your participation in the Annual TACDC Conference! We are very pleased that you will be joining us this year at the Isla Grande Hotel April 16th-18th. Enclosed in this packet is information you will need as an Exhibitor. Please read all of this information carefully.

## About this Conference

Our attendees represent CDCs across the state of Texas, including executive directors, advocacy, membership, communications and more, statewide and national banking institutions, foundations, and leaders in the industry. As an exhibitor, you will have access to all registrants, sessions, plenaries, meals, and receptions included in the price of your registration.

## Exhibit Location & Host Hotel

The Isla Grand Hotel and Resort is home to our entire room block in 2022.

### Isla Grand Hotel

500 Padre Blvd

South Padre Island, TX 78597

Phone: 956.761.6511

Room Rate: \$135.00 plus tax

Cutoff Date: **March 16, 2023** or until the room block is exhausted, whichever comes first.

## Exhibitor Schedule

### Exhibitor Move In

Sunday, April 16 3pm

Monday, April 17 7am-8am

### Exhibit Hall Open

Monday, April 17, 8am-4pm

Tuesday, April 17, 8am-2pm

### Exhibit Move Out

Tuesday, April 17, 2pm

## Exhibit Space Specifications

Exhibit booths will be located in the Pre-Function Foyer outside of the main ballroom. (see diagram on page 3).

Exhibit space will include:

- One 6" table with linen and two chairs.
- Conference Attendee Lists (print and email)
- Listing as an exhibitor in conference program, and conference webpage
- One full conference registration and the opportunity to purchase up to 4 additional registrations at the member rate.
- Attendance at all social events, meals, and educational sessions.

## Registering to Exhibit

To register your representative please complete the attached registration form. This form covers ONE full conference registration included in the price of exhibiting. If you would like to purchase additional registrations, please fill out the form accordingly. All additional registrations may be purchased at the regular rate. All exhibitor registrations are due to TACDC by March 27, 2022.

## Electricity

Electricity is NOT included in the cost of an exhibit booth. If you need electricity, please notify Robyn Murphy when registering.

# Exhibiting Information

## Attire

Attire for the conference is business smart.

## Bag Inserts/Swag

Your organization is also eligible to provide material as inserts or swag in the attendee registration bag. Please send approximately 200 copies of inserts or any swag that you would like to include to TACDC's offices attention Robyn Murphy by March 30th.

### **TACDC**

1910 E. Martin Luther King, Jr. Blvd.  
Austin, TX 78702,

## Shipping

Packages may be delivered to the Hotel within 48 hours of the date of the function. Packages sent more than 48 hours prior to event will be charged \$5 per box per day.

The following information must be on all packages to ensure proper delivery:

The Isla Grand Beach Resort  
500 Padre Boulevard  
South Padre Island, TX 78597  
Attention: Sales Office  
Hold for: Your Name / **TACDC Conference** / Arrival  
Date

Should special arrangements for delivery be necessary, please contact your Conference Sales Manager.

**Sales Manager:** Teri Murphy Sales & Catering |  
956.547.5802 | [tmuphy@islagrand.com](mailto:tmuphy@islagrand.com)

### **ITEMS LEFT ON YOUR TABLE OVERNIGHT:**

Anything of value should not remain on your exhibit table overnight. Please take these items back to your room.

### **SHIPPING OUT:**

When the event is over, the exhibitor/vendor is responsible for packing any of their boxes/materials, sealing the boxes, arranging pick up for their boxes/materials and must have completed shipping labels.

Any items left behind are not the responsibility of The Isla Grand Beach Resort Hotel.

Please be advised that FedEx Air (not ground) and UPS Ground (not air) have pick-up Monday thru Friday. If you are shipping via FedEx Air, UPS Ground, you will need to take your packages to the SECURITY OFFICE.

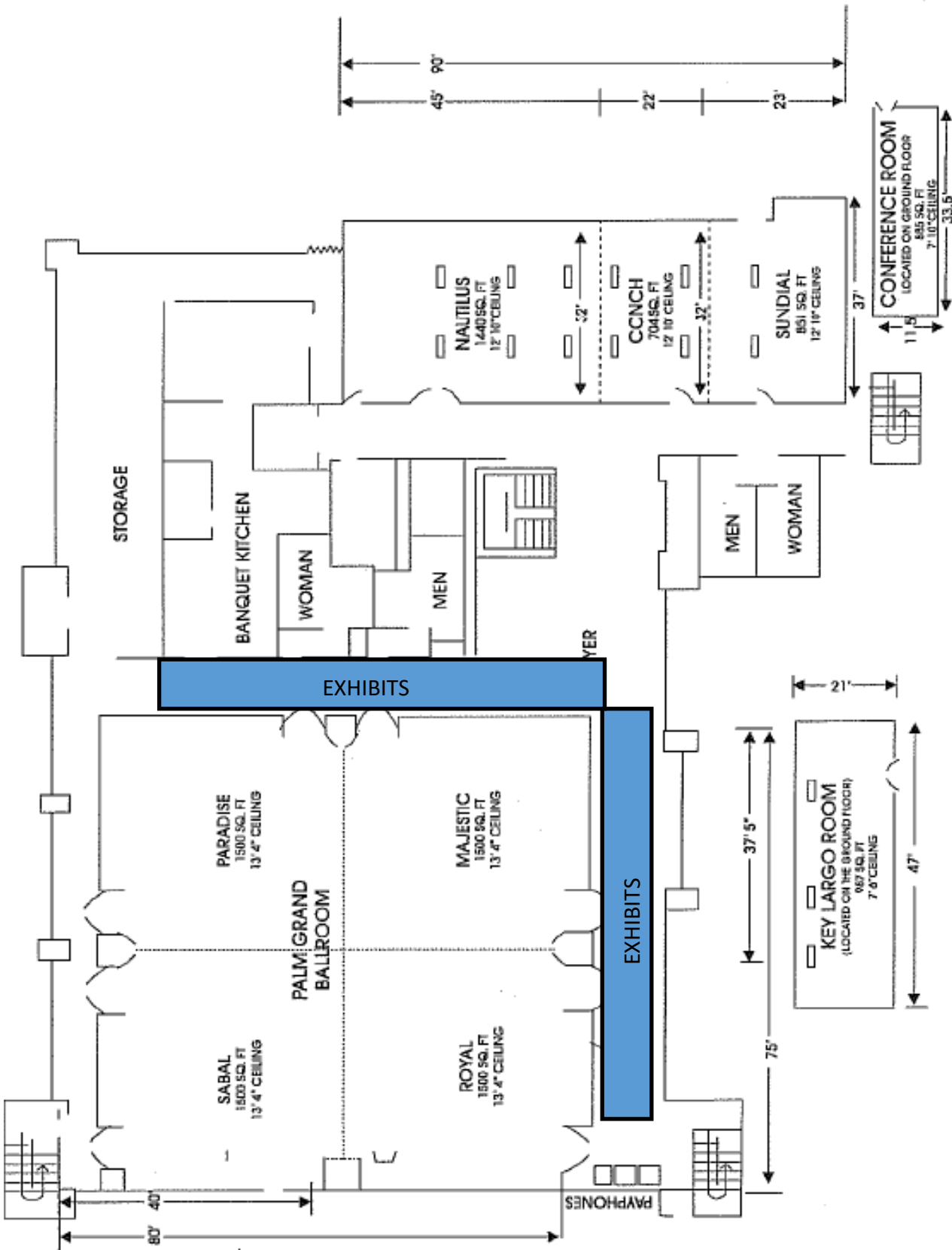
## Cancelation Policy

If you must cancel your exhibitor booth, cancelation must be received by March 27, 2022 in order to receive a full refund. After March 27, 50% refunds will be given. After April 10, no refunds will be given.

## Contact Us

For any questions regarding your exhibitor booth, please contact Robyn Murphy, Operations Manager, TACDC at [robyn@tacdc.org](mailto:robyn@tacdc.org) or 512.916.0508.

# Hotel Layout



## Exhibitor & Vendor Opportunities

Name (Last): \_\_\_\_\_ (First): \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**Are you a member of TACDC?** Yes \_\_\_\_\_ No \_\_\_\_\_

Check here if you will join TACDC today, in order to take advantage of the Member rate for the conference. Visit [www.tacdc.org](http://www.tacdc.org), for our membership application.

Exhibitor Setup	Exhibit Hall Open	Exhibitor Tear Down
<b>Sunday April 16</b>	<b>Sunday April 16</b>	
3:00PM to 5:00PM	2:00PM to 5:00PM	
<b>Monday April 17</b>	<b>Monday April 17</b>	<b>Tuesday April 18</b>
7:00AM to 9:00 AM	8:00AM to 5:00 PM	2:00PM to 5:00 PM
<b>Tuesday April 18</b>	<b>Tuesday April 18</b>	
7:00AM to 9:00AM	8:00AM to 5:00 PM	

Exhibit Space Includes	Exhibitor Benefits Include:
<ul style="list-style-type: none"> <li>One 6 ft table</li> <li>Two Chairs</li> <li>Signage</li> </ul>	<ul style="list-style-type: none"> <li><b>One conference registration</b> (Includes all conference sessions &amp; meals)</li> <li>Listing in conference Program &amp; Brochures</li> </ul>

Please contact the TACDC office for additional exhibitor needs and questions.

### PAYMENT

\$ 500.00 **Non-Profit Exhibitor Fee**  
 \$ 750.00 **Exhibitor Fee**  
 \_\_\_\_\_ x \$ 200.00 **Additional Attendees**  
 \$ 30.00 **Electricity Add-on**

\_\_\_\_ Enclosed is my check made payable to "TACDC."

\_\_\_\_ By filling out this section, I am authorizing TACDC to charge my credit card listed below, for the total amount indicated on this form.

**CANCELATIONS:** Canceled exhibitor registrations are refundable through March 27, 2022. After March 27, a 50% refund will be given. After April 10, no refunds will be made.

### TOTAL AMOUNT

\$

Cardholder Name: \_\_\_\_\_ Exp (MM/YYYY): \_\_\_\_\_

Account Number: \_\_\_\_\_ Billing ZIP: \_\_\_\_\_ CSC \_\_\_\_\_