

Let's make some music
together in Austin.



Reach the Texas textbook community as an exhibitor at the

**Textbook Coordinators'
Association of Texas
17th Annual Conference
Dec. 8-10, 2008
Omni Southpark Hotel • Austin**



TCAT EXHIBITOR REGISTRATION FORM

State Charter No: 01291643 Tax #: 76-0461362

17th Annual State Conference • December 8-10, 2008

Omni Southpark Hotel • Austin • 800-THE-OMNI • 512-448-2222

Please type or print all information. LIST ALL PARTICIPANTS

Company: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Business Telephone: () _____ Fax#: () _____

Contact Person: _____ Email: _____

Booth Personnel:

Name: _____ Position: _____

Name: _____ Position: _____

(Note: Additional charge for more than 2 participants)

Name: _____ Position: _____

Name: _____ Position: _____

****See information in this packet for Vendor/Exhibitor Fee Schedule and Important Information****
Please complete this form and send it along with a check made payable to:

TCAT
c/o Gilleland Creek Press
P.O. Box 676
Pflugerville, Texas 78691
or FAX to 512-251-8152

BOOTH

SPECIAL EARLYBIRD FEE *BEFORE JULY 1\$650.00.....\$ _____

or REGULAR FEE (RECEIVED JULY 1 or LATER)..\$750.00.....\$ _____

Additional skirted table\$200.00.....\$ _____

Additional Participants _____ x \$175.00 (each/all 3 days)\$ _____

Additional Participants _____ x # of days _____ x \$70.00 (each/per day) \$ _____

LESS \$100 DISCOUNT (Diamond, Platinum, Gold sponsors only) ..\$ _____

SPONSORSHIP ..\$ _____

Diamond (≥\$3000); Platinum (\$2000)
Gold (\$1000); Silver (\$500), Bronze (\$300)

TOTAL \$ _____

CHECK ENCLOSED BILL ME (Early Payment must be received by July 1, 2008)
Booth reservations invalid until payment is received.

YES, I'd like to present a half-hour Exhibitor Forum Break-Out Session during the Conference (Booth-holders only. Note: Space is limited to 8 Exhibitor Forums).

The Omni Southpark Hotel has set a special room rate when you identify yourself as a participant in the TCAT Conference. Parking is available in the hotel parking lot. Each participant is responsible for his or her own room

TCAT 2008 Vendor/Exhibitor Fee Schedule

Standard Exhibitor Fee

EARLY RATE (BY 7/1/08) \$650.00 (LIMITED NUMBER AVAILABLE)

Standard Rate (After 7/1) \$750.00

Includes:

- Display in Ballroom Foyer area (high-traffic corridor) with (1) draped table and (2) chairs
- Registration: (2) company representatives for all scheduled conference events.

(Note: For each additional participant, there is an additional fee of \$175 per person for all three (3) days of the conference or \$60 per additional person per day.)

Registration and Display Information

Exhibitor Move-In: 3-6 pm, Sunday, Dec. 7

Registration

7 am - 5 pm	Monday, December 8, 2008	Hotel Lobby
8 am - Noon	Tuesday, December 10, 2008	Hotel Lobby

Vendor/Exhibitor Display

8 am - 5 pm	Monday, December 8, 2008	Omni Southpark Exhibit Area
8 am - 5 pm	Tuesday, December 10, 2008	Omni Southpark Exhibit Area

Your company brochures, flyers or special event notices may be included in the registration packets. For information please contact Cliff Avery, executive director, 512-251-8101. By submission of application, Exhibitor agrees that The Textbook Coordinators' Association of Texas, Omni Southpark Hotel, or their agents are not responsible for loss or damage to Exhibitor's materials or displays or for injury to Exhibitor or its employees, contractors or agents in connection with the Conference.

Inquiries for vendor/exhibitor arrangements should be directed to:

Cliff Avery - Gilleland Creek Press (512) 251-8101, fax (512) 251-8152, email: cavery@texas.net

Debbie Disler - Hayes Software (512) 219-7906, fax (512) 219-7728, email: ddisler@hayessoft.com

Arrangements to sponsor refreshment breaks, special events, AV equipment, etc. should be directed to: Sarah Quinn, Omni Southpark, Austin 512-_____.

Materials for booth, distribution, brochures, catalogs, etc. can be shipped in advance directly to the hotel warehouse. You will be charged a \$3 Box Handling Fee for every box shipped to the Hotel. Pallets incur a \$50.00 handling fee. Boxes can only be stored for up to 3 days prior to the event in the Hotel guest storage area. Please send your boxes to:

Attention: __Insert Your Name Here__
Exhibitor - TCAT 12/10/06
Omni Austin Hotel at Southpark
4140 Governor's Row
Austin, Texas 78744
(512)383-2629

(Important to LABEL them: Box 1 of 2, 2 of 2 etc....) To ship OUT of the hotel, you will be charged another \$3 Box Handling Fee for every box shipped. Pallets incur a \$50.00 handling fee. You will need to bring pre-paid labels from your choice of courier and have all boxes 100% ready for shipping upon departure. Please notify the front desk when you are ready for them to be picked up and taken to the Hotel Purchasing/Receiving Department.

Exhibitor Guidelines

- Please load and unload using the REAR loading entrance.
- Carts will not be provided, unless you commission a guest service/bellman to assist with your loading/unloading.
- A Skirted Table with Two Chairs will be provided at no charge for your area, please see the attached Omni Southpark Hotel order form for any additional needs.
- There is absolutely no open flame, unsecured helium or other gasses allowed in the building
- Please refrain from taping, tacking or otherwise adhering anything to the walls, curtains and windows, banner hanging can be provided at a cost upon advance request.
- No music allowed.

Austin's the place to be if you want to reach

...Textbook coordinators
... Curriculum specialists
... Anyone involved in Texas textbooks

On the eve of the next legislative session, textbook coordinators from across Texas are coming to Texas to share their knowledge and prepare for the future.

TCAT's conference will host Texas educators intent on helping to shape the future.... You have the chance to reach these decision-makers by exhibiting at the 17th Annual Conference of the Textbook Coordinators' Association of Texas at the Omni Southpark Hotel in Austin.

Returning to its popular Austin roots, TCAT is working hard to bring in even more participants by negotiating an amazing room rate at this four-star hotel.

You're sure to meet some Very Important People in Austin...your future customers.

Dear friend of TCAT:

You're invited to exhibit at TCAT's 17th Annual Conference. The Textbook Coordinators' Association is reaching out to the more than 1,100 school districts and charter schools in Texas to participate this year.

Whether you're a publisher or a warehouse products firm, whether you sell support materials such as office supplies or storage hardware, you'll find potential customers from across Texas at the TCAT Conference, Dec. 8-10 at the Omni Southpark Hotel in Austin.

Your company can also take advantage of many opportunities - sponsoring special events (such as refreshment breaks, luncheons or other activities). Please feel free to contact me (512-219-7906) or TCAT's Executive Director Cliff Avery (512-251-8101) to assist in making arrangements with Omni Southpark. Hurry! Submit your registration form today.

See you in Austin...!



Debbie Disler
Exhibitor Liaison Chair

Exhibits will be located in the hallway of the beautiful Omni Southpark, assuring you maximum exposure to the Texas textbook community!



Opportunities to reach your customers

- **Sponsorships** are available to provide or to help underwrite refreshment breaks, luncheons or special events. Cash sponsorships at various levels — diamond (\$3,000 or more) platinum (\$2,000 or more), gold (\$1,000), silver (\$500) and bronze (\$300) — are also welcomed. These sponsors will be recognized by appropriate signage and by announcements throughout the event, because **TCAT is truly grateful to those who help those who get schoolbooks into the hands of Texas children.**

**IF YOU'RE A TCAT GOLD OR PLATINUM OR DIAMOND SPONSOR -
YOU'RE ENTITLED TO \$100 DISCOUNT ON YOUR BOOTH FEE!**

- As an exhibitor at TCAT's 15th Annual Conference you'll have plenty of ways to get your message out. Exhibitors can submit **company brochures, flyers or special event notices** for inclusion in registration packets delivered to participants.
- Exhibitors can sign up to make presentations in an **Exhibitor Forum**, one of the break-out sessions offered during the Conference program. We especially encourage publishers to take advantage of this opportunity to present information critical to textbook coordinators including sample volumes and ancillary materials, information on physical dimensions and information about packaging of products. **HURRY! Space and time slots are limited and are only available on a first-come, first-served basis.**
- Some firms may wish to **host events** for all registrants at sites away from the hotel, and the many attractions of Austin offer plenty of ways to do just that. TCAT staff is available to help coordinate your event with the rest of the conference and make sure your contributions are recognized.
- *There's intense interest in the Capitol, on the streets and in the education community about text - books. That interest will focus on TCAT's ANNUAL CONFERENCE at the Omni Southpark in Austin.*

Call 512-251-8101 to reserve your booth today!

Textbook Coordinators'
Association of Texas
P.O. Box 676
Pflugerville, TX 78691

512-251-8101
www.tcat.org

PRESORTED STANDARD
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**Your chance to reach the Texas textbook community
Dec. 8-10, 2008 • Omni Southpark, Austin**