

# TEPSA SUMMER CONFERENCE

## EXHIBIT RESERVATION FORM

JUNE 12-13, 2019 ▪ AUSTIN RENAISSANCE HOTEL



### 1 PROVIDE CONTACT INFORMATION

Company: \_\_\_\_\_

Company Type: \_\_\_\_\_

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

City/State/Zip Code: \_\_\_\_\_

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

Twitter: @ \_\_\_\_\_

Representative: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Rep Email: \_\_\_\_\_

Email to Send Conference Info \_\_\_\_\_

Description for mobile app: \_\_\_\_\_

\_\_\_\_\_

Companies/Products to Which You Prefer Not to be Adjacent: \_\_\_\_\_

\_\_\_\_\_

### Billing Address (if different than above):

Company: \_\_\_\_\_

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

City/State/Zip Code: \_\_\_\_\_

Representative: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### 2 MARK YOUR CALENDAR

April 1	Program ad reservation due
April 16	Program ad artwork due
April 17	Booth space cancellation deadline
May 2	Deadline to reserve onsite meeting space for auxiliary meeting or reception
May 9	Full payment due (booth, Passport and ad)
June 11	Move in: 2-7PM
June 12	Move in: 6-9AM; Show: 9AM-1PM and 2:30-5:30PM
June 13	Show: 9AM-3PM; Passport to Prizes Drawing; Move out: 3-7PM

### 2 SELECT BOOTH

Price does not include table or chairs. You may bring your own or rent through Freeman (check below for TEPSA discounted rate).

I will order tables and chairs through Freeman at discounted rate.

I will bring my own tables and chairs.

Booths are limited and assigned according to receipt of full payment.

1 Booth \$625    2 Booths \$1,120    3 Booths \$1,635

~~Corner \$725    Corner/1 Inline \$1,220~~

~~Corner/2 Inline \$1,720~~

~~Atrium (Add an additional \$100 to above rates.)~~ **Sold Out!**

A \$75 deposit per booth is due with application. Space is confirmed upon full payment. Refunds, less a \$75 processing fee per booth, must be requested in writing by the final payment due date. The undersigned hereby authorizes Texas Elementary Principals & Supervisors Association (TEPSA) to reserve the indicated exhibit space for use by the aforementioned company and agrees to abide by exhibitor rules and regulations.

Signature: \_\_\_\_\_

### 3 EXTEND REACH AND BUILD BRAND AWARENESS

#### PARTICIPATE IN PASSPORT TO PRIZES

Increase traffic to your booth and be featured on www.tepsa.org prior to event. Gain recognition for participation during the give-away on Thursday afternoon.

~~\$99~~ and donation of a prize with \$50 minimum value

Prize description: \_\_\_\_\_

#### ADVERTISE IN CONFERENCE PROGRAM

Reserve space by April 1; artwork due April 16. Ads are full color.

Full Inside (8" x 10½") \$379    ½ Horizontal (8" x 5¼") \$245

#### SPONSOR AN EVENT

Email anita@tepsa.org for information on opportunities to highlight your products and services.

### 4 MAKE PAYMENT

Check: Amount \$ \_\_\_\_\_ (Check payable to TEPSA.)

Credit Card: To ensure security and privacy, credit card payments are accepted online only. Upon receipt of this form, you will be sent an email confirmation. Invoice must be paid in full or set up at the conference will not be permitted.

### 5 MAIL OR FAX COMPLETED FORM

✉ TEPSA, PO Box 140843, Austin, TX 78714-0843

☎ 512-478-1502

**RESERVATION MUST BE RECEIVED BY MARCH 1. QUESTIONS?**

✉ KRISTINA@TEPSA.ORG ☎ 512-478-5268