

APPLICATION FOR EXHIBIT SPACE AND/OR SPONSORSHIP

TEXAS FUNERAL DIRECTORS ASSOCIATION
138th Annual TFDA Conventon
Renaissance Hotel Austin
Austin, TX | June 9-12, 2024

ALL APPLICATIONS MUST BE MADE ON THIS FORM OR ONLINE

DATE: _____

In accordance with the rules and regulations governing the Texas Funeral Directors Exhibition, the undersigned hereby makes application for exhibit space and/or sponsorship and includes a payment for the exhibit space.

INDICATE SIZE: MEMBER 8' x 10' inline (\$900.00) 8' x 10' corner (\$950.00)
NONMEMBER 8' x 10' inline (\$1,400.00) 8' x 10' corner (\$1,450.00)

INDICATE CHOICE:

NOTE: Your 3 choices must be selected from different aisles of the Exhibit Hall.

1. Space Number _____ at \$ _____
2. Space Number _____ at \$ _____
3. Space Number _____ at \$ _____

_____ I would like to be considered for an additional 8' x 10' booth. You will be notified after April 1 if there is availability.

Please locate my booth _____ near or _____ removed from: _____

Exhibitors will be assigned space in accordance with their preferences, if possible. If we are unable to assign space in accordance with your preferences as listed above, an attempt will be made to assign comparable space in the same general location if possible.

DESCRIPTION OF MERCHANDISE TO BE DISPLAYED: (PLEASE COMPLETE THIS DESCRIPTION)

LETTERING FOR STANDARD SIGN SHOULD READ: _____

NON-MEMBERS: JOIN NOW for \$595 to receive the Member Rate Discount on booth space. \$ _____

SPONSORSHIP OPPORTUNITIES (in addition to exhibiting) Please select your choice and add to amount below.

\$7,500	\$5,000	\$3,000	\$1,500
<input type="checkbox"/> Convention Program	<input type="checkbox"/> Welcome Party	<input type="checkbox"/> Refreshment Break	<input type="checkbox"/> Education Programs
<input type="checkbox"/> General Session Breakfast	<input type="checkbox"/> Gala Awards Banquet	<input type="checkbox"/> President's Reception	<input type="checkbox"/> Service of Remembrance
	<input type="checkbox"/> Convention Bags	<input type="checkbox"/> Past Presidents/Former First Spouse Luncheon	<input type="checkbox"/> Quarter Century Club
	<input type="checkbox"/> Hotel Key Cards	<input type="checkbox"/> Fifty-Year Licensee Awards Luncheon	<input type="checkbox"/> Emerging Leaders Event
	<input type="checkbox"/> Convention Program	<input type="checkbox"/> Lanyards	

TOTAL AMOUNT DUE: \$ _____

Company Name: _____

Contact Name: _____ E-mail: _____

Address: _____ Telephone: _____

City/State/Zip: _____

Signature: _____

Please read and complete this form as soon as possible. Assignment of booth space will be based primarily on the receipt date of each application along with payment to TFDA for the total booth rental fee. Return by email to sherri@tfda.com, mail to TFDA, 4419 Frontier Trail, Suite 108, Austin TX, 78745 or sign-up on our website at <https://tfda.memberclicks.net/exhibitor-information>. For further information, contact the Texas Funeral Directors Association at (512) 442-2304. To pay by credit card, please register online at <https://tfda.memberclicks.net/exhibitor-information> or call the TFDA office.

RULES & REGULATIONS GOVERNING EXHIBITS

ARRANGEMENT OF EXHIBITS

All booths will be 8 feet deep and 10 feet wide. No construction or drapes above 36 inches will be allowed at the side of booth which may obscure the view of adjacent booths. Exhibitors must confine their displays to the space assigned. Management reserves the right to restrict exhibits which are objectionable, or order removed any portion of an exhibit which, in their discretion, is detrimental in detracting from the general order of the exhibits.

ELECTRICAL OUTLETS

Electrical service, other than general lighting of the exhibit hall, is not part of this agreement and must be contracted by the exhibitor directly with the exhibit hall electrician at prevailing rates. Information on electrical service will be included in the exhibitor kits provided by the convention decorator.

SIGNS

Each exhibitor will be furnished a sign at no additional cost which will be installed by the official exhibit decorator. The name of the firm will be printed on the sign. Be sure to indicate the lettering desired when completing the exhibit application.

CONFLICTING MEETING

In the interest of the exhibits and convention, the exhibitor agrees not to extend group invitations, call meetings or otherwise encourage absence of TFDA members and/or exhibitors from the exhibit hall and convention during the hours of said exhibit and convention.

LOTTERIES

Any plan to induce visitors to the booth of an exhibit which may be considered a lottery is prohibited. An opinion as to what constitutes a lottery may be obtained by writing the general chairman of the convention.

LIABILITY & INSURANCE

Public liability insurance, other than coverage on exhibitors and staff, is carried by Management. The exhibitor agrees to make no claims for any reason, including negligence, against the Texas Funeral Directors Association, the Convention Committee, members, agents or employees for loss, theft, damage or destruction of exhibit items; nor for any injury to himself or employees while in the exhibit building; nor for any damage of any nature or character, including the damage to his business by reason of failure to provide space for the exhibit or for removal of the exhibit, nor for failure to hold the exhibit as scheduled. Exhibitors are advised to carry floater insurance to cover exhibit material against damage and loss and public liability insurance against injury to the person and property of others.

REFUNDS

Full refund if cancelled in writing before April 30, 2024. From May 1 – May 10, 2024, 50% refund. No refunds will be made after May 11, 2024.

MUSIC

No loud or disruptive music will be allowed inside the exhibit hall during exhibit hours. An opinion as to what constitutes loud or disruptive music may be obtained by writing the general chairman of the convention. If music is to be used, all exhibitors will be required to secure music licensing for their booth.

NO EXHIBITS NEAR CONVENTION CENTER EXHIBIT HALL OR HEADQUARTERS HOTEL

No one shall exhibit outside of the Convention Center Exhibit Hall or the Headquarters Hotel for at least 5 blocks UNLESS APPROVED BY CONVENTION COMMITTEE.

DISMANTLING OF EXHIBITS

No display may be dismantled before 4:00 p.m., Wednesday, June 12, 2024.

“The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor’s activities on the Hotel premises and will indemnify, defend, and hold harmless the Hotel, its owner, and its management company, as well as their respective agents, servants, and employees from any and all such losses, damages, and claims.”

Hotel will not be responsible or liable for any loss, damage, or claims arising out of exhibitor’s activities on the Hotel’s premises except for any claims, loss, or damages arising directly from the Hotel’s own negligence. The Organization will be responsible to negotiate the contract with its exhibitors.

THE RULES AND REGULATIONS ARE CONSIDERED A PART OF THE APPLICATION FOR SPACE