

Sponsor Registration Information

Registration Fees: \$8,250.00 for one Sponsor Attendee; \$675.00 for each additional Sponsor Attendee.

Sponsor Invoice: Payment is due as stated on Invoice.

Room Reservations: Group room rates are \$185.00 + taxes and will hold for 3 days before and after the Conference and are subject to availability. Reservations are made by TNDDA and are at Sponsor's expense upon check-out. Check-in is after 3:00PM; check-out is before Noon.

TNDDA's Room Block is private: reservations must be made through TNDDA, not the Hotel.

To reserve, cancel or revise your room dates, please call Terry Odem at TNDDA: the hotel will not make any room reservations or changes requested by the attendee.

Room Cancellation: 72 hour's notice is required to AVOID a one-night cancellation penalty.

Transportation: Transportation to & from the Conference is responsibility of Attendee.

Meals: All meals are complimentary. Attire: Conference functions are Business Casual.

Premium Sponsorship: Platinum, Gold, Silver, Bronze (Premium Sponsors Page 4).

Sponsor Exhibits

Sponsor Exhibits: Three 45 minutes Exhibit Sessions will be held in a separate meeting room on Friday & Saturday. Sponsors will be given a 6' table for their tabletop displays, signs & sponsor materials.

Exhibits Set-up Time is from Friday, 11:00 AM - 3:00 PM.

Exhibits Tear-down is on Saturday, 4:00 PM. Bring your Fed-X or UPS Senders Account number & labels to ship packages home.

Audio Visual

Presentations are 25 minutes with a 5 minute follow up on the last day.

Save PowerPoint presentations on a **flash drive** and bring to conference.

Audio Visual support will be provided for your use including a laptop & projector.

Audio Visual projection aspect ratio will be 16.9 which is a wide screen view.