**Event Information: Thursday, October 01, 2020**

**Location** – Grapevine Convention Center / 1209 S Main St, Grapevine, TX 7605

PH: (800) 457-6338 Web: [Grapevine Convention Center](https://www.grapevinetexasusa.com/grapevine-convention-center/)

**Attendance expectations** – We had 130 attendees at our 2019 event in Houston, and for this event, which is being co-hosted by the Dallas Oracle User Group, we are planning on for 150 attendees.

We are monitoring the evolving COVID-19 outbreak, evaluating and making necessary changes to our in-person events.  The health and well-being of our customers, employees, partners, and communities is our top priority.  Should guidance from public health authorities or local jurisdictions cause us to reevaluate our event programming. If necessary, we are prepared to host the event virtually, and/or offer refunds if requested.

**Transportation/Hotels** – For those travelling into the Dallas / Grapevine area, the convention center is 10 minutes or less from the DFW airport. There are many hotels close by. Choose something on the north side of the airport in Grapevine area.

**Deliveries to Grapevine Convention Center**

* Please let us know about how many packages you plan to ship.
* All packages must be clearly marked with the name and date of the event:
	+ TXLA/DOUG October 1, 2020
* Please also write Vendor name/company

There may be several boxes and we will need to be able to identify what goes where

* Trade Show materials/ packages may arrive 2-3 business days prior to the scheduled event date
	+ September 29/30, 2019
* If packages are coming on a pallet- the delivery truck will need a lift gate due to abnormal dock

height.

* Vendor must make arrangements for pickup of the above mentioned in a timely manner
	+ Day of event or next day 8am-5pm

**General Information**

**Please indicate your choice for sponsorship by checking the appropriate line. Return this form to** **txla@oauggeo.org****.**

**Attendee List:** - All sponsorships include the list of attendees one week **AFTER** the conference.

**Vendor Bingo for prizes: –** We are doing a Bingo game to encourage attendees to come meet you and find out a bit more about your company and offerings, prizes will be given out during Happy Hour.

**Sponsorships – Please Check Box to Indicate your Choice**

All sponsors will receive the attendee list within 5 business days after the conference.

Sponsorships will be given to sponsors based on the date the sponsorship form is received.

Logos and company description will be added to our website when payment is received.

[ ]  $995 Booth with 6’ skirted table (12 available)

[ ]  $1500 Booth with 6’ table with presentation slot (6 available)

[ ]  $2500 Lunch Sponsor - includes booth, and Keynote – (1 available)

[ ]  $1875 Breakfast Sponsor - includes booth and 10-minute lightning

talk presentation at the welcome introduction (1 available)

[ ]  $1775 Happy Hour Sponsor - includes booth and 10-minute

lightning talk presentation during prize giveaway)

[ ]  $750 Coffee Sponsor with signage at the coffee cart all day (1 available)

[ ]  $750 PM Snack Sponsor with signage at snack table (1 available)

[ ]  $500 Lanyard/Nametag Sponsor (1 available)

**Please indicate names of up to two attendees supporting your booth.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Email** | **Phone** |
| **Booth Attendee 1**  |  |  |  |
| **Booth Attendee 2**  |  |  |  |
| **Primary contact if different from booth attendee(s)** |  |  |  |

**Payment Instructions**

* **Our registration link will on the** [**website**](http://tloaug.communities.oaug.org/) **soon to pay via credit card**
* **To send a check , Make checks out to *TX/LA OATUG dba Meeting Expectations* mail to:**

Texas-Louisiana OATUG

Attn: Geo-Sig Coordinator

3525 Piedmont Rd, Bldg 5, Ste 300

Atlanta, GA 30305

**Company Information**

Company Name:

Company Web site url:

About Your Company: (75 words or less)

Company Logo (Please attach jpg or png file when you reply with this document).