



TACO TRADE SHOW EXHIBITOR INFORMATION

Location	The Lone Star Convention & Expo Center 9055 Airport Rd, Conroe, TX 77303
Shipping	Items sent to the Convention Center must not arrive before Monday, April 26th and must be marked "TACO Trade Show – Vendor Name" You are responsible for your own tracking information.
Check-in	During show set up and operational hours, the official check-in desk for the Exhibitors will be in the lobby at The Lone Star Convention & Expo Center in Conroe, TX. You <u>must</u> register to receive your name tags and registration packet. You will receive your booth number at that time. Check-in times: Tue. 10:30 am – 3:30 pm; Wed. 8:00 am – 9:00 am.
Set-up	Tuesday, April 27 st 10:30 am – 3:30 pm Please note: <i>A pallet jack is available. If you need a forklift, you must schedule in advance, and there is a per hour charge.</i>
Exhibit Times	April 27 st , 4:30 pm – 6:00 pm, <i>Booths Open & "Happy Hour with our Vendors"</i> April 28 nd , 9:30 am – 2:00 pm, <i>Booths Open & "Lunch with our Vendors"</i>
Networking	April 27 st , 6:00 pm – 9:00 pm, <i>Networking Dinner, Casino Fun Night</i> April 28 nd , 8:00 am – 8:45 am, <i>Breakfast</i>
Sponsors	Sponsorships are available at four levels with special benefits and recognition for each level: Platinum \$4,250 Gold \$3,000 Silver \$2,000 Bronze \$1,500 Note: Only Silver level and above will have ads in the Show Program. Bronze and above may place literature in attendee bags.
Special Invitation	You are invited to be our guest at the social mixer, networking dinner, Casino fun night on Tuesday evening at 6:00 pm. Also, don't forget breakfast before the trade-show and the amazing TACO Raffle!
Meals & More	Meals and events are included in the booth registration for two people per booth. Extra registrations can be purchased for \$125 per person. Meals included: Tuesday - Dinner; Wednesday - Breakfast and Trade Show Lunch.

Booth	Booth size is 8' x 10" with professional draping and placement sign. Comes with two chairs and one skirted table; size: 8' x 2'. <i>If a different size table or chairs are needed please email rhodes@texascampgrounds.com. Requests must be made in advance by April 1st to guarantee order placement. Additional charges will apply.</i>
Electricity	Available at any booth. Must be requested in advance by March 1st. \$110 charge for event.
Raffle at Your Booth	You may have a raffle/drawing at your booth. However, we will not be announcing booth winners through the overhead sound system. Set the time for your booths' raffle and ask your guest to show be there. Please bring a container to collect business cards/entries. Your raffle drawing will be held at your booth. *
Breakdown	The Trade show ends at 2:00. Please do not tear down your booth early. We have guest there until the end. Please have your booth taken down by 4:00 pm Wednesday. You are responsible for your own Bill of Lading and contacting your shipper for pickup of any items to be shipped out after the Trade Show. All items to be shipped out must be in the shipping area by 4:00 pm Wednesday. *
Travel	Most vendors from out of the area will fly into George Bush Intercontinental Airport 2800 N Terminal Rd, Houston, TX 77032 and drive to Conroe, TX. Conroe is about an hour drive northwest of the airport.
Lodging	Discount accommodations provided by: Homewood Suites by Hilton Conroe 3000 Interstate 45 N, Conroe, TX 77303 (936) 703-6000 Group Code (TA1) For group accommodations discount register by March 22, 202. Use the booking link.
Flyers in Attendee Bags	Show Sponsors of Bronze and above or exhibitors that have made the \$300 literature fee, are <i>eligible</i> to have literature placed in each attendee registration packet to emphasize your presence at the TACO Show. Send 200 pieces of literature for arrival no later than April 1st to: TACO Show Literature Attn: Lisa Rhodes 109 N. Texas St. Crowley, TX 76036
Wi-Fi	Please bring your own hot spot , as the convention center Wi-Fi will not support multiple streaming platforms during the trade show.
Questions	Call the TACO office: 877-518-1989 Email Lisa Rhodes: rhodes@texascampgrounds.com Direct Line: 682-499-6355 Fax: 817-297-4900

**TACO will not be responsible for units or products left at the venue. All items to be shipped out must be in the shipping area by 4:00 pm Wednesday. **