

2010 ANNUAL CONFERENCE POLICIES AND PROCEDURES

Registration

Early registration is available **ONLY** to TAAD member districts and their registered guests and must be **postmarked by no later than January 15, 2010**. (Faxed registrations will not be accepted.)

Registrations postmarked January 16 through February 5 will pay the higher-priced "regular registration" fees. Registrations with a postmark of February 6 or later, as well as on-site registrations at the conference will use the "on-site registration" fee schedule.

Conference participants may pick up conference packets from 3 to 4:30 pm on Sunday, February 21, and again from 7 am to 4:30 pm on Monday, February 22.

A full conference registration includes admission to the President's Breakfast Reception, Awards Luncheon, Trade Show Reception, continental breakfast, trade show lunch, Monday Night Gala, and Wednesday Litigation Breakfast. (For directors and TAAD past presidents only, it also includes the Board of Directors/Past Presidents Appreciation Breakfast.)

A limited number of additional tickets to these catered events will be available at the conference registration desk. **Admittance to conference events will be by name badge only.** (Non-registered guests must have a ticket to any event they wish to attend.)

One-day OR Guest registrations

One-day registrations at the 2010 conference. Single day registrations **do not** include tickets to catered events, and there are no refunds for one-day registrations. Also available will be a Guest registration. It includes admission to all catered events. It does not qualify the registrant for CEUs with TDLR, however.

Host hotel

All conference sessions, the trade show and entertainment will be at the Fort Worth Renaissance Worthington Hotel, 200 Main Street, Fort Worth.

Board of Directors/Past Presidents Appreciation Breakfast

Appraisal district directors and TAAD past presidents (and a guest for each) are invited to a breakfast in their honor on Tuesday, February 23. The breakfast begins at 7:30 am and will end in time for participants to attend breakout sessions. To insure adequate seating, directors and past presidents should indicate whether they plan to attend by noting it on the registration form.

Trade show & exhibits

The trade show will open at 5 pm on Sunday, February 21 with a Welcome Reception. Back by popular demand, play

Bingo Bonanza – visit the vendors and you may be a winner! A business interested in reserving a booth should call TAAD and request an *Exhibitor Prospectus*.

Monday Night at the Race Track

Join TAAD for an evening of fun and excitement as we travel to the famous Texas World Speedway. The Speedway became part of the motorsports landscape in 1997, and the venue has made an indelible impression over the course of its history. "Everything is bigger in Texas," and Texas Motor Speedway is no exception. A great dinner with full view of the track awaits you, in addition.

TAAD will provide round-trip transportation from the Renaissance Worthington to the Texas Motor Speedway. Dress casual!

Refund policy

Individuals who register for the conference but are unable to attend **must submit a written refund request in advance**.

- Cancel by Feb. 5, 2010 \$50 penalty
- Cancel Feb. 6– 12, 2010 \$100 penalty
- If not cancelled by Feb. 12, 2010, total forfeiture of registration

(Note: if another individual from the same office is substituted, there is no penalty.)

A refund will be issued according to postmarked date on the envelope. (No faxes will be accepted.) No refunds will be issued for one-day registrations, guest registrations or extra meal tickets purchased. TAAD will process refunds after the conclusion of the conference.

Parking

Self-parking for guests at the Renaissance Worthington is 50 percent off the regular price. Valet parking is also available.

Conference attire

Suggested dress for conference sessions is business casual attire. On Wednesday, let's all "**Show Our Colors**" by wearing an item with your respective business or appraisal district's logo.

CEU credit

Each individual has the responsibility of signing and returning to TAAD the CEU request form prior to conference adjournment.

TAAD cannot accept late requests for CEU credit.

