



**A FUTURE
WITH HOPE**
TEXAS ANNUAL
CONFERENCE 2019

**Texas Annual Conference 2019
Hilton Hotel Americas
May 26-29, 2019**

Meeting Reservation Form

Please submit the following information **beginning January 2, 2019**, in order to be assigned a meeting space for your group during Annual Conference. The dates of TAC 2019 are May 26-29, 2019. All meetings will be required to pay any costs incurred for a meeting room at our 2019 conference. This fee will be based on room size and set-up required by the Hotel Americas. Please submit your needs and we will then forward them to the Hotel and they will in turn bill us the fees. You will be billed post-conference.

All meetings held on before morning sessions need to begin early, and concluded before the first Session begins at 8:30 am. An appropriate space will be assigned to you and the meeting will be announced in the digital Pre-Conference Journal. In order to be listed in the digital Pre-Conference Journal, your request must be received by March 14, 2019.

Name of Group: _____

Contact Name: _____

Billing Address: _____

Contact Phone: _____

Email Address: _____

Date of Meeting: _____

MUST PROVIDE-Beginning & Ending Time of Meeting: _____

Estimated Number Attending: _____

Facility Set-Up Needs: _____