



THE NEIGHBORHOOD RESOURCE CENTER

"Empowering Neighbors to Build Communities"

16th Annual Neighborhood Conference



Saturday, June 4th
8:00 a.m. - 2:30 p.m.
KellyUSA
Building 171 (Admin Bldg)



Getting to the Conference



From IH 35 or 281: Take Hwy 90W to the KellyUSA/ General Hudnell exit. Follow road to Main Gate.
From Hwy 90E: Exit Cupples Rd., turn right, proceed to General Hudnell and KellyUSA Main Gate.

Conference at a Glance

- 8:00 a.m. Registration & Continental Breakfast
- 9:00 a.m. Welcome
- 9:30 a.m. Session A: Workshops/KellyUSA Tour
- 11:00 a.m. Session B: Workshops/KellyUSA Tour
- 12:30 p.m. LUNCH & NETWORK
- 1:00 p.m. Lunch Program/Keynote Presentation
- 2:30 p.m. Closing

Multiple tracks of workshops are held concurrently during each session. Workshop topics may include conflict resolution, promoting your neighborhood event, and more. Attend in groups to take advantage of all topics!

For more info: visit www.nrc-sa.org

Vendor and Ad Information

Get your information out to neighborhoods! Reserve your Vendor Table at 2004 prices!

<u>Vendor Information</u>	<u>Ad Information</u>
\$100 - Business Rate \$45 - Nonprofit Rate* (*Nonprofits must submit copy of 501 status)	\$100 - Program Ad \$50 - Discount rate with vendor table purchase
<ul style="list-style-type: none"> ✓ Table locations on first come, first served basis ✓ Vendor listing in conference program ✓ Vendor punch cards to all participants ✓ Includes lunch for 2 people 	<p>All advertisement submissions must be camera-ready and will be reproduced in black and white only. Placement of the advertisement will be the sole responsibility of the Neighborhood Resource Center.</p>

Call now for your vendor information packet or go online to www.nrc-sa.org
 (Vendor request forms and fact sheets can be downloaded from our special link.)

Free Admission ★ Open to the Public ★ Free Parking
For more information, Call 735-0586

NEIGHBORHOOD RESOURCE CENTER
16th Annual Neighborhood Conference - Vendor Request Form

Company Name: _____

Contact: _____ **Title:** _____

Mailing Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone #: (____) _____ - _____ ext. _____ **Fax#:** (____) _____ - _____

E-Mail: _____ **Website:** _____

Brief description for program: _____

All information above will be printed in the conference program. The Neighborhood Resource Center reserves the right to edit submitted information for space consideration. Please indicate any restricted information that should NOT be included in the conference program.

PLEASE CHECK THE APPROPRIATE BOX(ES) BELOW AND TOTAL YOUR AMOUNT

Vendor Information	Vendor Pricing				
Table Location Preference: (see enclosed map for table locations) 1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____ _____ # of representatives expected at table Vendor tables we be assigned on a first come/ first serve basis. Conference Program Ad: Program advertisements will be business card size. It is not necessary to provide camera ready copy. Please contact Susan Schopp (710-5319; sschopp@satx.rr.com) to submit advertisement.		Business Rate		Non-Profit Rate	
	Table/Space only	[]	\$100.00	[]	\$45.00
	Table Cloth/Skirting (blue only)	[]	\$35.00	[]	\$35.00
	Program ad: (\$100.00 w/out table)	[]	\$50.00	[]	\$20.00
	BALANCE DUE:		\$ _____		\$ _____

Please submit your completed Vendor Request Form with payment to **Neighborhood Resource Center, P.O. Box 120246, San Antonio, TX 78212-9446.** **PLEASE NOTE:** Your request and table assignment will not be processed until full payment has been received.

Vendor Signature: _____ Date: _____

Yes, I want to make a donation for a door prize or the conference goody bag. Please contact me.

For Office Use Only:			
Date of request: _____	Date of payment: _____	Chk #/Amount: _____	
Table Location: _____	Date confirmation sent: _____	Date ad recvd: _____	

NEIGHBORHOOD RESOURCE CENTER

16th Annual Neighborhood Conference

Vendor Fact Sheet

Date: Saturday, June 5, 2005

Set-up Time: Friday, June 3th (call for time), Saturday, June 4th from 7:00 a.m. – 7:30 a.m. Check –in at the Registration Area located in center Atrium.

Breakdown Time: After 1:30 p.m. (preferred)

Unloading & Loading Entrance: Entry Door No. 2 (See enclosed Map)

What is included in the Vendors' fee?

The Vendor's fee includes two 4-foot tables, two chairs per your request form, and one listing in the conference program. We will coordinate skirting for you if you wish. Please add \$35.00 to registration fee. Additional advertising in the conference program may be purchased if you wish.

How will vendor tables be assigned?

Table locations are assigned on a first come, first served basis. To ensure you receive your preferred table location, please submit your request and payment as soon as possible to the Neighborhood Resource Center, P.O. Box 120246, San Antonio, Texas 78212-9446. Your request and table assignment will not be processed until full payment has been received.

Will supplies or electrical outlets be available?

No supplies, copy machines, dollies, or electrical outlets are available at the conference. A volunteer "trouble-shooter" will be available to assist with questions or problems that may occur.

What can we provide at our vendor tables to the conference participants?

Information handouts, giveaways and food are encouraged at each vendor table.

Are there any incentives for conference participants to visit the exhibit area?

Each conference participant will be provided with an exhibit punch card. Conference participants will be asked to fill out the punch card with a signature from each vendor table. Only completed punch cards are eligible for door prizes. Donations for door prizes are greatly appreciated. Suggest vendors have someone available at all times to punch cards.

When are the anticipated best times for exhibit area traffic?

All tables will be in the main hallway. Several breaks are scheduled between events to facilitate traffic. Best times will be during registration and between workshop events.

The Resource

Neighborhood Resource Center 16th Annual Conference

Who is the target audience for the conference?

Here is a look back at a few conference highlights:

280	Attendees
56	First time attendees
59	Neighborhoods represented
6368	NA/HOA members represented that reported no's.

Partial List of Special guests:

Councilman Richard Perez, District 4
Councilman Ron Segovia, District 3
Council Enrique Barrera, District 6

Councilwoman Patti Radle, District 5
Councilman, Julian Castro, District 7
Tommy Adkisson, County Commissioner, Precinct 4
State Representative Joaquin Castro, District 125
State Representative Ruth Jones McClendon
State Representative Jose Memendez
State Representative Ken Mercer, District 117
State Representative Mike Villarreal, District 123
David D. Garza, COSA—Director, Neighborhood Action Dept.
Felix Padron, Director, Office of Cultural Affairs
Jelynn Burley, Assistant City Manager
Andrew Cameron, Director, Housing & Community Development

NRC Annual Conference

Vendor Table Map

