



Dear Exhibitor:

Welcome to the Texas Association of Health Plans 2008 Managed Care Conference and Trade Show!

On behalf of everyone at the Texas Association of Health Plans, I would like to express our appreciation for your participation at this year's event. We look forward to making this trade show and conference a successful experience for you and your company.

This packet is designed for your convenience and contains the necessary information for your participation in the show. Please go through it carefully and fill out and return any required forms.

FORMS & IMPORTANT DEADLINES: Some forms have due dates. Please review the important dates listed below and make sure your forms are returned on time:

- September 19, 2007: Program Listing Form, Exhibitor/Conference Badge Form, Door Prize Donation Form, and TAHP Golf Tournament Form
- September 29, 2008: last day to receive discounted rate at The Woodlands Waterway Marriott

ACCOMMODATIONS: The site for this year's event lies in the heart of The Woodlands. Along with the hotel, the area features entertainment venues, retail shops, and upscale dining. The hotel itself contains a fitness center and full-service salon. TAHP has reserved a block of rooms at a discounted rate of \$239 if booked before the September 29, 2008 deadline. Call (800) 262-1509 to make your reservation and reference the Texas Association of Health Plans Annual Conference.

EXHIBITOR/CONFERENCE BADGE: Each person entering the trade show or conference sessions must have a badge. You will receive two full admission conference badges with the purchase of your booth, which will grant you access into the trade show and all other general conference events. Make sure to read, fill out, and return the **Exhibitor/Conference Badge Form**. Also, you may purchase additional exhibit booth and or conference badges for a fee by filling out the bottom section of the form. **NOTE:** There will be no exceptions to this rule each person must have a badge with their name on it.

DECORATING SERVICES: Freeman Decorating Company is the official contractor for the 2008 Texas Managed Care Conference and Trade Show; we suggest that you use their services. Freeman will send you a registration information kit; details will also be available online at <http://www.myfreemanonline.com/foi/user/splashPage.jsp?showId=217269>.

We encourage you to ship your items as soon as possible.

WELCOME RECEPTION: TAHP will host the Welcome "Passport Party" Reception in the exhibitors' area on Tuesday, October 21, 2008. Cocktails and light hors d'oeuvres will be served. Attendees that have visited a predetermined number of booths will be eligible to win door prizes.

TAHP GOLF TOURNAMENT: You are invited to participate in the TAHP Golf Tournament that will be held October 21st starting at 8:30 a.m. Transportation will be provided to and from the hotel to the Canongate at the Woodlands golf course. Join executives from several Texas health plans by filling out and sending the **TAHP Golf Tournament Form** before September 19th.

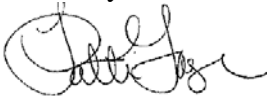
RULES & REGULATIONS: These guidelines will establish a consistent appearance for the show.

SHOW SCHEDULE: This schedule is tentative until the program is printed TAHP reserves the right to revise the schedule without prior notice.

We look forward to a great conference! Our staff is available to assist you in any way possible. If you require further information or assistance please contact me at 512-476-2091.

See you in The Woodlands!

Sincerely,

A handwritten signature in black ink, appearing to read "Patti Gage", written in a cursive style.

Patti Gage
Event Planner
Texas Association of Health Plans



Texas Association of Health Plans

1001 Congress Ave., Ste. 300, Austin, Tx 78701

PHONE: 512-476-2091

FAX: 512-476-2870

WEB: www.tahp.org

**2008 Texas Managed Care Conference & Trade Show
Program Listing Form**

*Don't miss out on listing in the 2008 Texas Managed Care Conference Exhibitor Program. The Program will be distributed to all attendees at the conferences. Attendees will use the exhibitor program to find the products and services they are looking for in the exhibit hall. **In order to be listed, please complete this form and return it by September 19, 2008.***

Exhibiting Company Name: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ Fax: _____

Email: _____ Website: _____

Please describe your company and/or product and services that will be on display in 50 words or less.

Please mail or FAX form to:

Texas Association of Health Plans
1001 Congress Ave., Suite 300
Austin, Texas 78701
FAX: 512-476-2870

For more information call Patti at 512-476-2091 or email pgage@tahp.org



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**2008 Texas Managed Care Conference & Trade Show
Exhibitor Badge Form**

Companies exhibiting in the 2008 Texas Managed Care Conference & Trade Show receive two full conference registrations and badges. These badges may be picked up on-site at the registration desk.

Exhibiting Company Name: _____

Exhibitor Name: _____ Title: _____

Exhibitor Name: _____ Title: _____

Additional Exhibitor Badges may be purchased at the discounted rate of \$150. These badges provide access to the exhibit hall, exhibitor lunch and the welcome reception.

Exhibitor Name: _____ Title: _____

Exhibitor Name: _____ Title: _____

Exhibitor Name: _____ Title: _____

PAYMENT (For additional badges only):

of additional badges _____ X \$150 = \$ _____

Enclosed is a check Please bill my credit card: Master Card Visa American Express

Credit card number: _____ Expiration Date: _____

Name on card: _____

Signature: _____

Please mail or FAX form to:

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**2008 Texas Managed Care Conference & Trade Show
Passport Party Door Prize Donation Form**

Exhibiting Company Name: _____

Contact Name: _____

Phone: _____ Email: _____

Prize Description: _____ Retail Value: _____

In order to enhance participation at the Trade Show, the Texas Association of Health Plans will host a welcome "Passport Party" reception in the Exhibitors' Area on Tuesday, October 21st. Beverages and hors d'oeuvres will be provided.

We are requesting your participation with "door prize" donations for this event. Each registered attendee will receive a "Passport" to be stamped or initialed after visiting an exhibitor's booth. Once the attendee has visited a predetermined number of booths and has had their "passport" validated they will be eligible to win the "door prize" drawing. The door prize will be picked up by the attendee at the donating booth.

Below is a list of the items that will be given away, if you wish to participate please circle which item you would like to give away. TAHP will be purchase the item for you and you will be charged by filling out the payment information below.

\$200 Southwest Airlines Voucher

\$100 Best Buy Gift Card

\$100 Visa Gift Card

Apple iPod Nano (\$149 value)

\$250 Marriott Gift Card

Cannon PowerShot Digital Camera (\$120)

Check _____ (payable to TAHP) _____ MC _____ Visa _____ AMEX

CC #: _____ Expiration Date: _____

Name as on card: _____ Address on card: _____

City: _____ State: _____ Zip: _____ Signature: _____

Please mail or FAX form to:

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**2008 Texas Managed Care Conference & Trade Show
 Golf Tournament Registration Form**

Need a break from Exhibitor Move-in? Work on your swing with high-level executives from Texas health plans by playing in the TAHP Golf Tournament.

The tournament will start at 8:30 am on Tuesday, October 21st at The Canongate golf course in The Woodlands. The deadline to register is September 19, 2008. The cost per player is \$150, and includes greens fees, cart rental, and a box lunch.

Player: _____ Title: _____

Company Name: _____

Address: _____

Phone: _____ Email: _____

Renting Clubs Right hand Left hand Women's Clubs \$40 fee

Player: _____ Title: _____

Company Name: _____

Address: _____

Phone: _____ Email: _____

Renting Clubs Right hand Left hand Women's Clubs \$40 fee

PAYMENT:

Total Amount enclosed or to bill: \$_____

Enclosed is a check Please bill my credit card: Master Card Visa American Express

Credit card number: _____ Expiration Date: _____

Name on card _____

Signature: _____

Please mail or FAX form to: Texas Association of Health Plans
 1001 Congress Ave., Suite 300
 Austin, TX 78701

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CONFERENCE AND TRADESHOW RULES AND REGULATIONS

Eligible Exhibits

Show management reserves the right to determine the eligibility of any company or product for inclusion in the show.

Floor Plan

Show management reserves the right to assign booth space and has control over admission policies at all times.

Use of Exhibitor Space

- All demonstrations of other promotional activities must be confined to the limits of the exhibit booth.
- Exhibitor must procure as its own expense any necessary licenses/permits necessary for the purpose of displaying and/or exhibiting any products or services at said show.
- Exhibitors must show only goods manufactured or distributed by them in the regular course of business.
- No firm or organization not assigned exhibit space will be permitted to solicit business within the exhibit area.

Booth Information

- To maintain uniformity and to prevent obstructing the view of the adjoining booths as well as to comply with fire regulations, standard booths (one or more booths in a straight line) must not be higher than 8 feet in the back and three feet along the dividers. Perimeter wall booths (standard wall booths located on the outer perimeter wall of the exhibit floor) must not be higher than 8 feet in the back and 3 feet along the side dividers. Island booths must not be higher than 12 feet. No walls, partitions, decorations or other obstructions may be erected which in any way interfere with the view of any other exhibitor. All visible parts of the booth must free of electrical cords and unfinished surfaces.
- Display material exposing unfinished surfaces is not permitted and must be finished at the exhibitor's expense. Show management reserves the right to have such finishing done and bill the exhibiting company for any charges incurred.

Exhibit Information

- No "live" microphones or loudspeaker equipment will be permitted in any exhibit booth, however, portable film, slide and video tape projectors may be utilized as long as other rules are met. If audio/visual equipment is used, the exhibitor agrees to comply with all Waterway Marriott in the Woodlands regulations for the operation of the equipment. All sound devices must be turned to a conversational level and should not be objectionable to neighboring exhibitors.
- Helium filled balloons, live animals or birds and smoking are not permitted in the exhibit area.
- Alcohol is permitted in the exhibit area only during official receptions and only the alcohol provided by Waterway Marriott in the Woodlands specifically for these receptions is permitted.
- Show management reserves the right to restrict the exhibits which, due to noise, method of operation, materials or any behavior that becomes objectionable. Also to prohibit or to evict any exhibit which, in the opinion of the show management, may detract from the general character that show management determines to be desirable. In the event of such restriction or eviction, show management is not liable for any refund of any other exhibit expense.
- The exhibiting of products does not constitute an endorsement by show management, nor is an exhibitor permitted to represent in any manner that its goods/or services have been endorsed by TAHP.

Exhibitor Activities

Exhibitors agree not to schedule or conduct any outside activities, including but not limited to, receptions, seminars, symposiums and hospitality suites that are in conflict with the official published program of show management.

Common Areas

The registration area, aisles, common areas, main entrance, etc. may not be used for the purpose of displaying any equipment, merchandise, signs, demonstrations or distributing materials.

Fire Regulations

Exhibitors shall comply with all local, state, federal and building fire and smoking regulations.

Set-up and Dismantling

Installation of exhibits will begin at 1:30 p.m. Monday October 20, 2008 and must be completed by 4:30 pm on Tuesday, October 21, 2008. All charges for services will be billed to the exhibitor directly. Dismantling of exhibits may not begin until after the show has closed at 1:30 p.m. on Wednesday, October 22, 2008 and must be completed by 4:00 p.m. on Wednesday, October 22, 2008.

Special Conditions

Exhibitors may appoint their own subcontractors only for the physical set-up and dismantling of their displays. Show management, however, must be notified in writing at least 30 days prior to the show. Certificates of Insurance must accompany such notifications. All other show services must be provided by the official service contractor, and the Waterway Marriott in the Woodlands.

Security

TAHP will provide perimeter security in the exhibit hall during set-up, show hours, and dismantling. Show management will take reasonable precautions against damage or loss by fire, theft, or other means. TAHP does not, however, guarantee or insure exhibitors against any loss or damage for any reason. TAHP, Waterway Marriott in the Woodlands, or any other offices, agents, or employees shall not be liable for any act or omission of security watchmen. Exhibitors are responsible for insuring their equipment and other materials used in the exhibit.

Subletting

No exhibitor may assign, sublet, or apportion the whole or any part of the space allotted to him/her, nor exhibit therein, nor permit any other persons or firms to exhibit therein, any goods or services other than those distributed by the exhibitor in the regular course of business without the written consent of show management.

Booth Cancellation

Written cancellation is required and must be postmarked no later than September 15, to qualify for a refund of monies paid less a \$200 administrative fee. Written cancellations postmarked after September 15, 2008 forfeit all monies paid. Space may be resold or reassigned without any obligation on the part of TAHP for any refund whatsoever.

Show Cancellation

In the event that fire, strike or other circumstances beyond the control of TAHP causes the show to be cancelled, a full refund of exhibit fees will be made.

Exhibitor Registration

Personnel must pick-up their registration materials and badges during regular registration times. No one will be admitted to the show hall without a badge and badges must be worn at all times when in the exhibit hall.

Badges

No one (including exhibit personnel, installation and dismantling crews, etc.) will be admitted to the exhibit hall without a badge. Badges are required and must be worn by all attendees and exhibit personnel at all times. Persons without badges will be escorted out of the exhibit hall. Exhibitors with exposition credentials (an exhibitor badge) will be admitted into the exhibit hall one hour prior to the opening of the show and be permitted to remain in the hall up to one hour after the closing each day.

Liability and Insurance

Exhibitors shall assume all responsibility for damage to the display area, and shall indemnify and hold harmless agents, servants, and employees of TAHP and the Waterway Marriott in the Woodlands from and against any and all claims for loss, damage, injury no matter however caused, resulting from or arising out of, or in anyway connected with exhibitor's participation in the Texas Managed Care Conference and Tradeshow. Exhibitors must insure themselves against property loss and/or damage and liability for injury. Damage to inadequately packed property is the exhibitor's responsibility. In the event the exhibitor damages the building, he/she agrees to reimburse the owner of the building for the cost of repairing such damages. Exhibitors also agree to abide by all other provisions of these regulations, fire regulations, all other regulations of the Waterway Marriott in the Woodlands and local, state and federal regulations.

Indemnity

Exhibitor agrees to indemnify and hold harmless TAHP, and any and all co-sponsors, their officers, employees and members, from any and all liability to any person or persons for or by reasons of the breach by exhibitor, his/her agents, or employees of: any condition, defective or otherwise, of any apparatus, equipment or fixtures furnished by exhibitor in connection with his/her exhibit; any act or omission of said exhibitor, or any of his/her agents or employees. Indemnity includes, but is not limited to, claims of copyright, trademark or patent infringement, unfair competition and products liability. The exhibitor, on signing the contract, expressly releases TAHP, any and all co-sponsors, their officers, employees and members from any and all claims for loss, damage or injury. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save TAHP, and any and all co-sponsors, their officers, employees and members, and the host site harmless against all claims, losses and damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or part thereof, excluding any such liability caused by the sole negligence of the host site jointly or severally, their employees and agents. In addition, exhibitor acknowledges that show management/host site does not maintain insurance covering exhibitor to obtain business interruption and property damage insurance covering such losses by exhibitor.

Amendments

TAHP reserves the right to revise, delete or otherwise amend these exhibit rules at any time and without prior notice.



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Tentative Exhibitor Move-In Schedule

Monday, October 20, 2008

Exhibitor Move-In 2:00 p.m. - 5:00 p.m. (optional)

Tuesday, October 21, 2008

Exhibitor Move-In 1:30 p.m. - 4:30 p.m.

Welcome Reception with Exhibitor's 6:00 p.m. - 8:00 p.m.

Wednesday, October 22, 2008

Attendee Lunch with Exhibitor's 11:30 p.m.- 1:00 p.m.

Exhibitor Move-Out 1:30 p.m. - 3:30 p.m.

Freeman Move-Out 4:00 p.m.