



Dear Friends:

Welcome to the Texas Association of Health Plans 2009 Managed Care Conference and Trade Show!

On behalf of everyone at the Texas Association of Health Plans, we would like to express our appreciation for your participation at this year's event. We hope to make this event a successful investment for you and your company.

This packet is designed for your convenience and contains the necessary information for 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:

- October 5, 2009: Program Listing Form, Exhibitor/Conference
- October 12, 2009: Badge Form, Door Prize Donation Form
- October 15, 2009: TAHP Golf Tournament Form
- September 21, 2009: Last day to receive discounted rate at The Hyatt Regency Lost Pines Resort & Spa

**ACCOMMODATIONS:** This year's event is located at The Hyatt Regency Lost Pines Resort & Spa. This expansive, 405 6-acre Texas resort welcomes you with distinctively approachable luxury in the midst of the rugged wilderness. Just minutes from Austin Bergstrom International Airport, and downtown Austin, this secluded ranch-style setting is the perfect retreat.

Discounted room rates of \$195.00 are available and guaranteed if reservations are made by September 21, 2009. Reservations can be made by calling (512)308-1234, or (800)233-1234 and referencing the TAHP 2009 Texas Managed Care 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**. You may also 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.

**DECORATOR SERVICES:** Freeman is the official contractor for the 2009 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 the Freeman website. [www.myfreemanonline.com/ShowMain.jsp?show=217658](http://www.myfreemanonline.com/ShowMain.jsp?show=217658) **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 20, 2009. 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 20<sup>th</sup> starting at 10:30 a.m. Join executives from several Texas health plans by filling out and sending the **TAHP Golf Tournament Form** before October 15, 2009.

**RULES & REGULATIONS:** These guidelines will establish a consistent appearance at 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! TAHP staff is available to assist you, should you require further information or assistance please contact me at 512-476-2091.



Patti Doner  
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.ta hp.org

**2009 Texas Managed Care Conference & Trade Show  
Exhibitor Badge Form**

*Companies exhibiting in the 2009 Texas Managed Care Conference & Trade Show receive two full conference registrations. 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:**

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 pdoner@ta hp.org*



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## 2009 Texas Managed Care Conference & Trade Show Program Listing Form

*Don't miss out on listing in the 2009 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 October 1, 2009.***

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 [pdoner@tahp.org](mailto:pdoner@tahp.org)*



## 2009 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 10:30 am on Tuesday, October 20<sup>th</sup> at the Wolf Dancer Golf Course at the Hyatt Regency Lost Pines Resort and Spa. The deadline to register is October 15, 2009. 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: \$\_\_\_\_\_  Complimentary w/sponsorship

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

*For more information call Patti at 512-476-2091 or email [pdoner@tahp.org](mailto:pdoner@tahp.org)*

# Conference and Trade Show 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**

ÉAll demonstrations of other promotional activities must be confined to the limits of the exhibit booth.

ÉExhibitor 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.

ÉExhibitors must show only goods manufactured or distributed by them in the regular course of business.

ÉNo firm or organization not assigned exhibit space will be permitted to solicit business within the exhibit area.

## **Booth Information**

ÉTo maintain uniformity and to prevent obstructing the view of the adjoining booths as well as the 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.

ÉDisplay 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**

ÉNo 0live0 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 Hyatt Regency Lost Pines Spa & Resort 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.

ÉHelium filled balloons, live animals or birds and smoking are not permitted in the exhibit area.

ÉAlcohol is permitted in the exhibit area only during official receptions and only the alcohol provided by Hyatt Regency Lost Pines Spa & Resort specifically for these receptions is permitted.

ÉShow 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.

ÉThe 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 1:00 p.m. Tuesday, October 20, 2009 and must be completed by 4:00 pm on Tuesday. 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 21, 2009 and must be completed by 4:00 p.m. on Wednesday, October 21, 2009.

## **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 Hyatt Regency Lost Pines Spa & Resort .

## **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, Hyatt Regency Lost Pines Spa & Resort, 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, 2009 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**

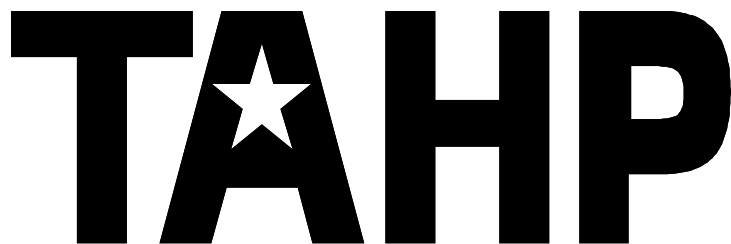
Exhibitors shall assume all responsibility for damage to the display area, and shall indemnify and hold harmless agents, servants, and employees of TAHP and the Hyatt Regency Lost Pines Spa & Resort from and against any and all claims for loss, damage, injury no matter however caused, resulting from or arising out of, or in anyway connected with exhibitor's participation in the Texas Managed Care Conference and Trade Show. 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 Hyatt Regency Lost Pines Spa & Resort 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.



# TAHP Texas Managed Care Conference and

October 20-22, 2009

Hyatt Lost Pines Spa & Resort

## PRELIMINARY CONFERENCE SCHEDULE

### Tuesday, October 20

**9:00 a.m.-4:00 pm.**

Conference Registration

**10:30 a.m.-2:30 p.m.**

TAHP Golf Tournament

**12:00 p.m.-1:00 pm**

Welcome Keynote Lunch

**1:15 p.m.-4:45 p.m**

Breakout Sessions

**5:30 p.m.-7:30 p.m.**

Welcome Reception in Exhibit Hall

**8:00 p.m.-9:30 p.m.**

Platinum Sponsor Dinner

### Wednesday, October 21

**7:00 a.m.-4:00 pm.**

Conference Registration

**8:00 a.m.-9:00 a.m.**

Breakfast in Exhibit Hall

**9:00 am.-12:00 p.m.**

Breakout Sessions

**12:00 p.m.-1:30 p.m.**

Lunch in the Exhibit Hall

**1:45 p.m.-4:30 p.m.**

Breakout Sessions

**5:30 p.m.-6:30 p.m.**

VIP Reception

**7:00 p.m.-10:00pm.**

Casino Night Reception

### Thursday, October 22

**8:00 a.m.-9:00 a.m.**

Breakfast Buffet

**9:0 a.m. -10:00 a.m.**

Closing Day Keynote

**10:00 a.m.-11:45 a.m.**

Legislative Panel

**Conference Ends**

### **Exhibitor Schedule**

#### Tuesday, October 20

**1:00 p.m.-4:00 pm.**

Move In

**5:30 p.m.-7:30 p.m.**

Exhibitor Welcome Reception

#### Wednesday, October 21

**8:00 a.m.-9:00 a.m.**

Breakfast with the Exhibitors

**12:00 p.m.-1:30 p.m.**

Lunch with the Exhibitors

**1:30 p.m. -3:30**

Move Out

### **Texas Association of Health Plans**

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