

**Tennessee Funeral Directors Association, Inc.
Tennessee Funeral Supply Sales Club
1616 Church Street, Suite A, Nashville, TN 37203
Phone (615) 321-8792 Fax (615) 321-8794 Email: Office@tnfda.org**

Dear Exhibitor:

The Tennessee Funeral Directors Association and the Tennessee Funeral Supply Sales Club would like to extend to you an invitation to exhibit at our 118th Annual Convention to be held at the EMBASSY SUITES HOTEL in Franklin, TN, June 20 – 22, 2021.

Exhibits will be in the EMBASSY SUITES HOTEL. Enclosed is the exhibit contract which includes booth fee amounts; we ask that you return the completed contract to us along with the remittance.

Set up will begin Saturday, June 19, 2021, at 1:00 PM, and Sunday, June 20, 2021 starting at 8:00 AM has been reserved so you may move in and have your display set up without hardship. The registration booth will be open Sunday, June 20, 2021 beginning at 8:00 AM.

**WE ASK THAT YOU PLEASE NOT BREAKDOWN EXHIBIT SPACE UNTIL 3:00 PM MONDAY JUNE 21, 2021.
ALSO, THE EMBASSY SUITES HOTEL REQUIRES WE MUST BE OUT OF THE EXHIBIT HALL BY 10:00 PM MONDAY JUNE 21, 2021.**

It is not our wish to exclude anyone from the 2021 Tennessee Funeral Directors Convention. HOWEVER, in order to protect those of you who financially support the annual display of merchandise, it has been approved by the Convention Planning Committee that only participating exhibitors will be permitted to register or participate in any of the convention activities. Non-participating suppliers and/or their representatives will not be permitted on the exhibit floor. Those suppliers who wish to participate, but do not wish to exhibit, may do so by contributing the price of one booth space to the Exhibit Committee. A sign designating the donor will be posted.

EXHIBIT HOURS:

SUNDAY, JUNE 20, 2021 - 6:00 PM TO 8:30 PM

MONDAY, JUNE 21, 2021- 1:00 PM TO 3:00 PM

We look forward to a most successful convention in June and hope to see you then. Please pre-register if possible and remember that you are invited to all functions. If you have any questions, please feel free to call the TFDA office at (615) 321-8792 or fax (615) 321-8794 or by email Office@tnfda.org

Cordially yours,

Charlotte Williams

Charlotte Williams
Exhibit Committee Chairman

CONTRACT FOR EXHIBIT SPACE

You are hereby requested and authorized to reserve exhibit space as indicated below for our use in the Tennessee Funeral Supply Exhibition held at the **EMBASSY SUITES HOTEL IN FRANKLIN, TN, June 20 - 22, 2021**. The Tennessee Funeral Directors Association and the Tennessee Funeral Supply Sales Club jointly sponsor this event.

LIMITED SPACE AT OUR NEW VENUE, PLEASE SEND IN YOUR EXHIBIT CONTRACT TO RESERVE YOUR BOOTH SPACE AS SOON AS POSSIBLE.

The cost of a booth space will be \$650.00 and a vehicle space will cost \$900.00 for the first car, \$700.00 for the second. *If you would like to request a corner booth there will be a \$50.00 holding fee; please add this to your total amount. Corner booth requests will be taken in the order they are received; if you do not receive a corner space this fee will be refunded to you.* All booth space will be 10' X 10' and the registration fee will be \$40.00 per person. Included with the purchase of an exhibit space, is two (2) complimentary registrations. **IT IS VERY IMPORTANT THAT YOU SUBMIT THE NAMES OF THOSE ATTENDING SO WE MAY PRE-REGISTER THEM.** (This will avoid a long wait in line at the registration desk.) See the attached form for your convenience.

We plan on exhibiting the following items: _____

Number of spaces: _____ Please list special request(s): _____

We enclose herewith our check in the amount of \$_____ payable to Tennessee Funeral Directors Association Convention, or by VISA or MASTER CARD which is in full payment of the exhibit space indicated herein. We understand this price includes the use of space for June 20 - 21, 2021, standard booth partitions; standard exhibit hall lighting, storage of crates and boxes; one 6-foot skirted table, along with 2 chairs and a trash bin. (The exhibit hall is carpeted)
PLEASE MAIL FORM ALONG WITH CHECK TO THE ABOVE ADDRESS.

It is agreed that the Exhibit Committee shall have full discretion and authority in the placing and arranging the exhibits to be displayed; that no exhibitor shall exceed the limits of his space or erect or place anything that would infringe on any adjacent space, and that additional signs, decorations, fabric, electrical connection, devices, etc., must meet with the approval of the Exhibit Committee and comply with the local fire ordinance of the National Board of Fire Underwriters.

We take cognizance of the rules and regulations of the Embassy Suites Hotel, the Tennessee Funeral Directors Convention, and any agreement entered into and between these parties and shall be bound by all such agreements and contracts, or any relating to the display of exhibits and conduct upon the premises, assuming such obligation and responsibilities in respect there to as are imposed, the same as in such provisions were written herein entirely.

Neither, the Tennessee Funeral Directors Convention, the Exhibit Committee, nor the EMBASSY SUITES HOTEL have any responsibility for property, whether it is at our booth, or anywhere else in EMBASSY SUITES HOTEL. The insuring of our Exhibit displays and equipment, in route to the convention at the show and during the return trip to our plant or warehouse, shall be our own responsibility.

NAME OF COMPANY EXHIBITING: _____

CONTACT PERSON: _____ STREET ADDRESS _____

CITY: _____ STATE _____ ZIP _____ PHONE NUMBER (____) _____

EMAIL ADDRESS _____ CREDIT CARD: VISA or MASTER CARD; CARD NUMBER: _____

CARD EXPIRATION DATE: _____ PLEASE INCLUDE 3 DIGIT NUMBER ON BACK OF CARD: _____

COMPANY WEBSITE: _____

PLEASE CHECK ONE:

We plan on setting up our display: _____ 1:00 pm - 5:00 pm, Saturday, June 19, 2021, or _____ 8:00 am - 5:00 pm Sunday, June 20, 2021. Please be sure to have your booth set up by 5:00 pm Sunday, June 20, 2021.

SIGNATURE OF CONTACT PERSON: _____ DATE: _____

Exhibitors receive TWO free registrations per rented 10 X 10 booth space. Additional registrants are \$40 per attendant. Please print all attendants' names below so that we can prepare registration material prior to arrival. This will prevent long lines at the registration desk.

PLEASE PRINT OR TYPE ALL INFORMATION

(If more space for names is needed, please feel free to make copies of this form)

NAME: _____ NAME: _____

NAME: _____ NAME: _____

NAME: _____ NAME: _____

NAME: _____ NAME: _____

NAME: _____ NAME: _____

NAME: _____ NAME: _____

NAME: _____ NAME: _____

NAME: _____ NAME: _____

NAME: _____ NAME: _____

NAME: _____ NAME: _____

COMPANY NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

TELEPHONE (____) _____ FAX :(____) _____ EMAIL: _____

CONTACT PERSON: _____ DATE: _____

PLEASE MAKE YOUR HOTEL RESERVATIONS DIRECTLY TO THE EMBASSY SUITES HOTEL, 820 CRESCENT CENTRE DRIVE, FRANKLIN, TN 37067, (615) 515-5151. DEADLINE FOR ROOM RESERVATIONS WITH THE HOTEL IS MAY 19, 2021 BEFORE THE PRICES CHANGE.

ROOM RATES:

SATURDAY, JUNE 19, 2021 \$169.00 per night

SUNDAY, JUNE 20, 2021 \$169.00 per night

MONDAY, JUNE 21, 2021 \$169.00 per night

TUESDAY, JUNE 22, 2021 \$169.00 per night

FOR SPECIAL SLEEPING ROOM RATES PLEASE INFORM THE HOTEL YOU ARE WITH THE
TENNESSEE FUNERAL DIRECTORS ASSOCIATION CONVENTION.

Thank you for your participation. Please feel free to contact us if we may be of service to you.

Tennessee Funeral Directors Association

1616 Church Street

Nashville, TN 37203

Phone (615) 321-8792

Fax (615) 321-8794

Email Office@tnfda.org

Tennessee Funeral Directors Association
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Dear Associate:

Each year the TFDA Governmental Affairs Committee presents the TFDA PAC Silent and Live Auction. This is a wonderful way for your company to not only show support, but also promote your company! Simple ways you can show your support.

THEMED BASKETS:

- Bring small items together to make a nice basket. For example, a spa-themed basket might include aroma therapy candles, lotion, bath salts and a gift certificate for a massage.
- A pet care themed basket could include biscuits, toys and bones.
- Use a large popcorn bowl for the container of a movie themed basket, popcorn, DVD's or a gift certificate for movie rentals.

GIFT CERTIFICATES:

- Gift certificates are a great silent auction item. When asking for a donation of goods or gift certificates, tell the manager about the cause. Services like massage therapy are popular, as well as gift certificates for restaurants, tires, groceries and liquor. Auction – goers will love that they can help while getting something practical in return.

BIG TICKET ITEMS:

- Larger donations are great silent auction items and can bring in serious money for a fund-raising event. The tickets to events, like concerts, sports or festivals pique the interest auction goers and are very popular items. Vacations, airline tickets or time shares are also good big-ticket items.

Be creative, what would you like to donate?

We are very excited about this year's Silent and Live Auction being even a larger success than last year!

Sincerely,

Eric Carpenter

TFDA Auction Committee
(423) 736-3473
eric.carpenter@charter.net

2021 TFDA/TFSSC 118th Annual Convention
EMBASSY SUITES HOTEL, FRANKLIN, TN
June 20 – 22, 2021

Dear Exhibitor:

The TFDA/TFSSC Convention Planning Committee is please to present the 2021 TFDA/TFSSC 118th Annual Convention.

We are offering exhibitors a range of additional recognition in a mixture of sponsorship levels. Our goal is to offer all companies on all levels an affordable sponsorship opportunity. We certainly hope you will take advantage at the level which is most convenient to you.

SPONSORSHIP LEVELS

\$2,000.00 GOLD includes:

- Company logo posted on the TFDA website,
- Company logo listed as sponsor at every convention function,
- Company listed as a convention sponsor on TFDA website,
- Company listed as a convention sponsor in the TFDA newsletter The Thanagram.

\$1,500.00 SILVER includes:

- Company logo listed as sponsor at every convention function,
- Company listed as a convention sponsor on TFDA website,
- Company listed as a convention sponsor in the TFDA newsletter The Thanagram.

\$1,000.00 BRONZE includes:

- Company logo listed as sponsor at every convention function.
- Company listed as a convention sponsor in the TFDA newsletter The Thanagram.

\$500.00 COPPER includes:

- Company listed as sponsors at every convention function.

Please log on to our website www.tnfda.org for further details. Or, you may contact us at the TFDA office for any additional information.

From all of us on the TFDA/TFSSC Convention Planning Committee we would again like to thank you for your continued support!

Sincerely,

Greg Rush

Greg Rush, Chairman
TFDA/TFSSC Annual Convention