



**Moody Gardens Conference Center**

**November 11-14, 2026**

**Exhibitors Packet**



**Reservation for TAEA Exhibit Space  
Moody Gardens, Galveston  
November 11-14, 2026**

**Exhibits are open November 12-14, 2026**

*Application for exhibit space at this conference indicates the applicant's willingness to abide by all exhibit terms, conditions, and general regulations*

**Company:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Deposit \$100 per booth space**

X 100 = \$ \_\_\_\_\_

*Number of Spaces*

*Deposit*

**Remaining Balance:** \_\_\_\_\_

*1<sup>st</sup> Booth \$600.00 each additional booth \$550.00 until October 1, 2026*

<b>Sustaining Membership</b>	<b>Cost</b>	<b>\$44.00</b>	<b>Yes</b>	<b>No</b>	<b>Deposit</b>	_____
					<i>+ Sustaining Membership</i>	_____
					<b>Total Paid:</b>	\$ _____

**Deposit Paid By:** **Cash** \_\_\_\_\_ **Check No.** \_\_\_\_\_  
*Make check Payable to TAEA*

**Credit Card:**  Visa  Master Card  American Express

**Card No.** \_\_\_\_\_ **Code No.** \_\_\_\_\_

**Exp. Date** \_\_\_\_\_ **Call for payment at** \_\_\_\_\_

**Reservation Made By** \_\_\_\_\_

**Position with Company** \_\_\_\_\_  
*You may attach Business Card*

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **Fax Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**Do you have a preference on location?** \_\_\_\_\_



Reservation for TAEA Exhibit Space

**Paying In Full**

**2026 Moody Gardens, Galveston**

November 11-14, 2026

**Exhibits are open November 12-14, 2026**

*Application for exhibit space at this conference indicates the applicant's willingness to abide by all exhibit terms, conditions, and general regulations*

**Company:** \_\_\_\_\_

**Date of Payment:** \_\_\_\_\_

**Number of Booths**

**Reserved**

\$ \_\_\_\_\_ Amount Paid \_\_\_\_\_ Paid By: \_\_\_\_\_  
\$ \_\_\_\_\_ Sustaining Membership - \$44.00

\$ \_\_\_\_\_ Total Paid

**1<sup>st</sup> Booth \$600.00 each additional booth \$550.00**

**1 Booth \$600.00      2 Booths \$1,150.00      3 Booths \$1,700.00      4 Booths \$2,250.00**

**Credit Card:**  Visa  Master Card  American Express

**Card No.** \_\_\_\_\_ **Code No.** \_\_\_\_\_

**Exp. Date** \_\_\_\_\_ **Call for payment at** \_\_\_\_\_

**Check No.** \_\_\_\_\_ **Make check Payable to TAEA**

**Reserved By** \_\_\_\_\_

**Position with Company** \_\_\_\_\_

*You may attach Business Card*

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **Fax Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**Do you have a preference on location?** \_\_\_\_\_



**TAEA AD Space Payment**  
**Preconference and Conference Star**

Company: \_\_\_\_\_ Date: \_\_\_\_\_

See Below for Size and ADS and APP Size Information

Size of AD	Published	
	<input type="checkbox"/> Once <input type="checkbox"/> Twice	\$ _____
APP Co-Banner Sponsorship – 7 Only		\$ _____
<b>Total Paid</b>		<b>\$</b> _____

**Payment Information**

- Please have Headquarters call for payment at \_\_\_\_\_  
 Please Invoice: email - \_\_\_\_\_

**E-STAR NEWSLETTER AND CONFERENCE PROGRAMS SCHEDULE**

ISSUE	PUBLICATION DATE	MATERIALS DUE TO EDITOR
WINTER	JANUARY	DECEMBER 1ST
SPRING	APRIL	MARCH 1ST
SUMMER	JULY	JUNE 1ST
PRE CONFERENCE STAR	SEPTEMBER 1ST	JULY 15TH
CONFERENCE PROGRAM	CONFERENCE START DATE	AUGUST 15TH

**Advertising Rates for Pre Conference STAR and Conference Program**

1/4	1/2	FULL
1/4 PAGE AD 4" x 5.25"  <b>\$75</b>	1/2 PAGE AD 4"x10.5" 8"x5.25"  <b>\$150</b>	FULL PAGE AD 8.5" x 11"  <b>\$300</b>
\$130 PUBLISHED TWICE	\$225 PUBLISHED TWICE	\$400 PUBLISHED TWICE

If the ad bleeds: Please build page to trim and extend any bleed 1/8" beyond edge of trim size.

Mail or Email: .jpg or.pdf camera-ready ad.

The ads are the same price for color or black/white.

The prices are under the squares for two ads.

Co-banner sponsorship for the app. The cost will be \$200 to be a banner sponsor; this will get: your logo on the app front page and 3 free alerts during the conference. Banner size: 640 X 110.

Please send to: [exhibits@taea.org](mailto:exhibits@taea.org)



## TAEA General Regulations for Exhibitors

### Sustaining Membership:

- Texas Art Education Association requires **ALL** commercial exhibitors to become sustaining members
- Cost is \$44.00 for annual sustaining membership
- Renewal and New Vendor Applications for membership are on line at [www.taea.org](http://www.taea.org)

### Exhibitor Agrees:

- In the event of a fire, strike, natural disaster or unavoidable circumstances, the Exhibitor Space Contract will not be binding
- Convention Center or TAEA will provide security and insurance for the safety of the exhibits against robbery, theft, damage by fire, accident, or any other cause
- Character of the exhibits must be acceptable to the Commercial Exhibits Committee
- TAEA endorses the creativity in the use of art materials
- TAEA does not condone products and processes, which encourage imitations; or do not allow creative growth and development of children (Example: *paint-by-number, coloring books, tracings etc.*)
- Businesses, etc. are not permitted to remove attendees from the conference site to an outside location unless it is for off-site workshops approved by the President of TAEA
- Executive Director/President of TAEA may direct the Exhibits Committee to decline or prohibit an exhibit or portion of an exhibit, or workshop which is not suitable to or in keeping with the character of the conference or the educational philosophy of TAEA
- For ALL service animals brought to a TAEA conference: TAEA requires a current and valid vaccination certification from a veterinarian on the animal's health. Proof of liability insurance through the therapy group you are registered with is required and must be provided 7 days prior to the conference. The animal must be on a leash or be always kenneled throughout the TAEA conference. This policy is for the safety and health of all our TAEA members.

### Assignment of Booths

- First-come, first served basis
- If your choice is not available, space will be assigned closest to your choice
- Sent by email once it is approved and requests for booth location will be honored to the best of our ability

### **Standard Booth Contract Provides:**

- Booth with flame-proof back wall and drapery
- Sign carrying the exhibitor's name
- One six-foot draped table with two side chairs
- Booth size is 10'x10' with 3' draped sidewalls
- Security guard service provided Thursday and Friday nights
- Security will be provided when exhibits are not open
- Dimensions and locations shown on the floor plan are believed, but not warranted, to be accurate

The Commercial Exhibit Director reserves the right to make such modifications as may be necessary to meet the needs of the exhibitors. Furniture, other than that provided, such as additional tables, electrical outlets, etc. are the **sole responsibility of the exhibitor** and should be ordered in advance from the decorating company. **Our decorator/contractor is Texas Expo, Texas Exposition Services.** They will provide you with additional information once you have committed to exhibit. All decorative materials must be fire-resistant and in accordance with the standard established by the **National Board of Fire Underwriters**.

### **Booth Information:**

- Please check-in upon arrival to the Exhibits Director at the TAEA Booth located in the exhibit hall
- Exhibitors can begin setting up booths on **Thursday, November 12, 2026, at 8:00 A.M.**
- Booth sitters may be arranged through the Exhibit Director
- Hospitality Lounge will be available for vendors, to relax and enjoy a few refreshments
- Exhibitors wishing to present a workshop must book an exhibit booth space. Proposals can be submitted online at [www.taea.org](http://www.taea.org)

**Exhibit Hours:** Times of the exhibit hall are firm, but may change, as we get closer to conference time. If times are changed, notification of such will be sent via email.

- Thursday
  - ❖ 4:00 P.M. – 7:00 P.M.
  - ❖ Reception for our fabulous exhibitors will be 7:00 P.M. – 8:30 P.M. after the exhibits close on Thursday. Please come as you are.
- Friday
  - ❖ 9:00 A.M. doors open to all the attendees and will remain open until 2:00 P.M.
  - ❖ Reopens from 4:00 until 7:00 P.M.
  - ❖ During General Session, exhibits will be closed and exhibit area will be monitored by Exhibits Team.
  - ❖ Vendor Showcase will be 4:00 – 5:00 P.M.
- Saturday
  - ❖ 9:00 A.M. – 2:00 P.M.
  - ❖ Tear down starts at 2:15 P.M.
  - ❖ TAEA will levy a fine of \$200.00 for any exhibitor that breaks down early

**Refund policy:** For cancellations postmarked before October 1, 2026, a full refund of amount paid less \$100. For cancellations postmarked on or after October 1, 2026, no refund will be made.

**Art Material Give Away:** No obligation to participate

- Creates interest in the exhibit hall and keeps the crowds coming in
- **Donations Do Not** need to be expensive. Feel free to be creative and please be sure to **attach** your **business card** to all donated items
- Door prizes will be awarded several times an hour throughout each day of the conference
- Donors will receive recognition over the PA system in the exhibit hall
- Attendees do not have to be present to win, but must claim prize by the 1:45 P.M. on Saturday
- Prizes may be distributed to High School, Middle School, Elementary Divisions for use as door prizes during their meeting
- Unclaimed prizes will be given to a needy school/charity chosen by the exhibits committee

It is our sincere wish that you join us and share with our members all the great things you have to offer. Texas art teachers are interested and inquisitive about your products, ideas and information. You are an integral part of a successful conference.

**TAEA AD Opportunity:**

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**TAEA APP Opportunity:**

We will be using the Whova App in Galveston. Whova has one person who can log in and post for your company. As we get close to conference, I will be sending out an email inquiring on who will be your contact for Whova.

We are looking for seven co-banner sponsorship for the app. The cost will be \$200 to be a banner sponsor; this will get: your logo on the app front page and 3 free alerts during the conference. **Banner size:** 640 X 110

If more information is need, please reach out at: [exhibits@taea.org](mailto:exhibits@taea.org)

Looking forward to having you with us in Galveston, Texas

Shannon Raygoza  
TAEA Commercial Exhibits Director  
[sraygoza0706@gmail.com](mailto:sraygoza0706@gmail.com)  
346-267-8290