



**Travis County Commissioners Court Agenda Request**  
**TRAVIS COUNTY HOUSING FINANCE CORPORATION**

**Meeting Date:** August 20, 2013

**Prepared By/Phone Number:** Andrea Shields, Manager/854-9116

**Elected/Appointed Official/Dept. Head:** Leslie Browder, County Executive,  
Planning and Budget/854-9106

**Commissioners Court Sponsor:** Samuel T. Biscoe, President

**AGENDA LANGUAGE:**

Consider and take appropriate action to approve registration fees of \$790.00 for two attendees to the Texas Association of Local Housing Finance Agencies annual conference held in Houston, Texas October 23 through October 25, 2013 to be paid for by the Corporation.

**BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:**

The Texas Association of Local Housing Finance Agencies is a statewide non-profit organization established in 1989 for the purpose of informing, planning and supporting the needs of local housing finance agencies in their delivery of affordable housing in the State of Texas. Currently TALHFA has a membership of over 200 professionals in all areas of affordable housing. TALHFA is the only statewide association specifically focused on LOCAL housing needs and concerns.

**ISSUES AND OPPORTUNITIES:** None.

**FISCAL IMPACT AND SOURCE OF FUNDING:** None.

**REQUIRED AUTHORIZATIONS:** Andrea Shields, Manager/854-9116; Leslie Browder, County Executive, Planning and Budget/854-9106

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, [Cheryl.Aker@co.travis.tx.us](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.



# Registration Form

2013 TALHFA Annual Educational Conference | October 23 – 25 | Westin Oaks at the Galleria | Houston

Registration may also be completed online at the "Conference Info" page at [www.TALHFA.org](http://www.TALHFA.org)

## Registration Fees

FULL PAYMENT must be made BY THE DEADLINE in order to receive Early Bird discounts.

Registered spouses and guests are welcome to join the meals and social events (please indicate below).

"Guests" cannot be co-workers – only conference registrants may attend the sessions.

	Received By 9/16	Early	On Time	Late
<input type="checkbox"/> TALHFA Member		\$395	\$430	\$460
<input type="checkbox"/> TALHFA Members, 3 or more *		\$370	\$405	\$435
<input type="checkbox"/> Non-Members		\$470	\$510	\$540
<input type="checkbox"/> Non-Members, 3 or more *		\$445	\$485	\$515
<input type="checkbox"/> Sponsor Comp		\$ 0	See Your Sponsor Levels for # of Comps	
<input type="checkbox"/> Spouse/Guest – all meals & social events		\$125	\$150	\$175
<input type="checkbox"/> Spouse/Guest – 1 meal or reception		\$ 50	\$ 60	\$ 75

\* Group Rates: Register 3 or more paying conference attendees from the same organization & each is discounted. (Does not include Sponsor Comps.)

## I will Attend The Following Events:

Help us plan! For most events pre-registration is not required but appreciated for planning purposes.

- |   |  |  |
|---|--|--|
| <b>WEDNESDAY</b>  | <b>THURSDAY</b>                            | <b>FRIDAY</b>                                  |
| <input type="checkbox"/> Golf Tournament - AM **        | <input type="checkbox"/> Luncheon          | <input type="checkbox"/> Breakfast, General    |
| <input type="checkbox"/> Adventure Houston - AM **      | <input type="checkbox"/> Luncheon Guest    | <input type="checkbox"/> Session & Legislative |
| <input type="checkbox"/> Pre-Conference Workshop 1- TBD | <input type="checkbox"/> Evening Reception | <input type="checkbox"/> Round Table           |
| <input type="checkbox"/> Pre-Conference Workshop 2- TBD | <input type="checkbox"/> Evening Guest     |  |
| <input type="checkbox"/> Evening Welcome Reception      |  |  |
| <input type="checkbox"/> Evening Guest                  |  |  |

\*\* Must complete separate Event Form – event participation and conference registration can be paid in one check or credit card transaction. Please go to [www.TALHFA.org](http://www.TALHFA.org) for forms and to pay using PayPal.

**Cancellation Policy:** Cancellation requests must be received in writing by October 4, 2013. TALHFA will refund 75% of your registration fee if the request is received by the deadline. Refund checks will be processed after October 4, 2013. *If you cannot attend the Conference, please send someone to take your place!* TALHFA will accept substitutions in writing before the Conference. **Questions? [jeanne@talhfa.org](mailto:jeanne@talhfa.org) or 512.241.1657**

**Photo Release:** By registering for this event, you are giving TALHFA the right and permission to publish, without charge, photographs taken during the event. These photographs may be used in publications, including electronic publications, AV presentations, promotional literature, advertising, web based communications or in other similar ways.

## Attendee Information

Please Print or type your name and organization as it should appear on your badge and the Conference Attendee List. One person per form, please. Additional forms can be downloaded from [www.TALHFA.org](http://www.TALHFA.org).

Please check all that apply: I am a:  
 Returning Attendee  Speaker  Sponsor  1st Time Attendee

Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Spouse/Guest Name \_\_\_\_\_  all inclusive  1 event

Do you and/or your guest have special dietary needs?

Vegetarian  Vegan  Gluten Free

Food Allergy \_\_\_\_\_ # of each \_\_\_\_\_

## Payment Information

Check to TALHFA Amount: \$ \_\_\_\_\_

Mail your completed registration form and check to:

TALHFA, 4412 Spicewood Springs Rd, Ste. 101, Austin, TX 78759-8542

You may fax your completed Registration Form to 512.342.2408.

Please also mail a copy of this form with payment.

Credit Card Amount: \$ \_\_\_\_\_

Please go to the Conference Page on [www.TALHFA.org](http://www.TALHFA.org) to pay safely and quickly at PayPal using a major credit or debit card.