

TEXAS CLOWN ASSOCIATION, INC.

CONVENTION BID GUIDELINES

1. Any Alley or Group of (TCA) members may present a request to host any future Texas Clown Association, Inc. (TCA) convention.
2. A bid shall be presented, in writing, to the TCA Board of Directors and must include the following information:
 - a. Name of Host Alley, Club or Group of members
 - b. Location (city) of convention
 - c. Hotel name, address and telephone number
 - d. Promised or negotiated hotel room rate
 - e. Registration rate(s) and deadline dates
 - f. Name and telephone number of convention chairperson(s)
 - g. Name and telephone number of convention treasurer
 - h. Signature of an alley officer and/or chairperson(s)
3. TCA Convention Policies and Guidelines are to be followed in planning and conducting the convention
4. Convention bid shall be received at any regular scheduled TCA Board meeting, but in no case later than the January Board meeting prior to the convention year which is being bid.
5. In the event that no bid is received for a particular year, the TCA Board of Directors reserves the right to select a convention site and appoint a convention committee.