

Inform, Connect, Influence

## Tote Bag Advertising

Every attendee receives a tote bag filled with great items and resources. Last year over 1,700 tote bags were distributed. It's one of the best ways to get your products, resources and/or information directly into attendees' hands.

**One Promotional Item \$950**

(plus hotel receiving fees)

All tote bag items must be approved by our conference committee.



### How do I sign up?

- Step One** Fill out the application and make payment.
- Step Two** Submit your tote bag description item and FedEx credit card authorization form for receiving fees to [conference@cacfp.org](mailto:conference@cacfp.org) no later than Friday, January 24, 2020.
- Step Three** NCA to provide final quantity for tote bags by Monday, March 16, 2020.
- Step Four** Download shipping label for tote bag item shipment. Tote Bag Item shipping window is Monday, April 6, 2020 to Friday, April 10, 2020.
- Step Five** Send tracking numbers to [conference@cacfp.org](mailto:conference@cacfp.org) by Monday April 6, 2020.

### Application

Yes, I would like to include my product and/or resource in the 2020 NCNC tote bag.

Company/Organization \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Website \_\_\_\_\_

Authorized Signature / Date \_\_\_\_\_

**TOTAL DUE**

\* There are **NO REFUNDS** for tote bag inclusion costs.

### IMPORTANT DATES

**Friday, January 24<sup>th</sup>**

Tote bag description and payment due.

**Monday, March 16<sup>th</sup>**

Total number of attendees provided by NCA.

**Monday, April 6<sup>th</sup>**

Vendor to provide shipment tracking number.

**Friday, April 10<sup>th</sup>**

Items must be received by the hotel.



### Questions?

Email: [conference@cacfp.org](mailto:conference@cacfp.org)  
Alexia Thex, Partnership Manager, 512-987-1459  
Elan Patterson, Conference Coordinator, 512-688-0997





# HCO Parcel Management Credit Card Authorization Form

## Instructions

It is essential that we protect the security of our customer's credit card data and personal information. This includes the processing, handling and storing of a customer's credit card, credit card data and/or receipt. The use of the Credit Card Authorization Form (CCAF) is restricted to Parcel Management locations only and the transaction must be completed (tendered in OTP/FPOS) immediately after the pickup or delivery has occurred and the credit card information must be disposed of in the Iron Mountain shredding bin. Under no circumstances should credit card data be temporarily or permanently retained within the Business Center and FedEx Office cannot accept credit card data via email or fax transmittal.

## Customer/Account Information

Customer Name / Event Name:		
Email:	Cell:	
Package IDs or Tracking Numbers:		
Transaction Amount:	Date:	OTP Receipt Number:
Notes:		

----- DETACH AND SHRED IMMEDIATELY AFTER THE TRANSACTION IS TENDERED -----

Name of the Credit Card Account Holder:	Credit Card Type:	<input type="radio"/> Visa
	<input type="radio"/> FedEx Office Account #	<input type="radio"/> MasterCard
	<input type="radio"/> FedEx Account #	<input type="radio"/> Discover
	<input type="radio"/> AMEX	<input type="radio"/> Dinners Club
Credit Card Number :	Expiration Date:	
Account Holder Signature:	Billing Zip Code:	

## Shipping Options

If you are shipping directly to the Hyatt Regency Atlanta Hotel, please use the provided labels. These are formatted to use **AVERY SHIPPING LABELS # 5164**.

Don't forget to write the recipients name and cell number prior to printing to ensure your packages will make it to the correct person.

Hold For Guest:

**c/o FedEx Office  
Hyatt Regency Atlanta  
265 Peachtree Street N.E.  
Atlanta, GA 30303  
National Child Nutrition Conference**

**Box \_\_\_\_\_ of \_\_\_\_\_**

Hold For Guest:

**c/o FedEx Office  
Hyatt Regency Atlanta  
265 Peachtree Street N.E.  
Atlanta, GA 30303  
National Child Nutrition Conference**

**Box \_\_\_\_\_ of \_\_\_\_\_**

Hold For Guest:

**c/o FedEx Office  
Hyatt Regency Atlanta  
265 Peachtree Street N.E.  
Atlanta, GA 30303  
National Child Nutrition Conference**

**Box \_\_\_\_\_ of \_\_\_\_\_**

Hold For Guest:

**c/o FedEx Office  
Hyatt Regency Atlanta  
265 Peachtree Street N.E.  
Atlanta, GA 30303  
National Child Nutrition Conference**

**Box \_\_\_\_\_ of \_\_\_\_\_**

Hold For Guest:

**c/o FedEx Office  
Hyatt Regency Atlanta  
265 Peachtree Street N.E.  
Atlanta, GA 30303  
National Child Nutrition Conference**

**Box \_\_\_\_\_ of \_\_\_\_\_**