CATHOLIC DAUGHTERS OF THE AMERICAS®
2015 STATE CONVENTION

Christine Moore
Convention Chairman
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(979) 732-1509
cmm5389@gmail.com

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1112 Colorado Drive
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To: State Chaplain
National Regent
First Vice National Regent
National Director
State Officers
Past State Regents
State Chairmen
District Deputies
Local Court Officers and Members

From: Christine Moore, State Convention Chairman

Re: Call to Convention

Date: January 3, 2015

This is the official call to the 49th Biennial Texas State Convention of the Catholic Daughters of the Americas. The convention will be held April 9 - 12, 2015 at the Renaissance Hotel in Austin, Texas. The theme of the convention is “I can do all things through Christ who strengthens me.” Philippians 4:13

Please share the content of this packet with your court members. All CDA members in Texas are invited and encouraged to attend the convention. In addition, you may extend an invitation to your chaplain and spouses to attend our convention. All clergy in attendance are invited to concelebrate the opening Mass as well as the daily Masses. Priests are asked to bring their alb and stole if they plan to participate.

You have received from the National CDA Office the Delegate and Alternate form which indicates the number of delegates your court can send to the convention. Delegates and alternates should be elected by your Court no later than February 15, 2015. Please complete the Delegate & Alternate form and return to State Regent Peggy Rosales immediately after your Court election. If your Court is not sending Delegates or Alternates to the convention, please mark the form as such and return it to Peggy Rosales.

Enclosed with this letter are the following forms and flyers:

- Convention Hotel (2)
- Convention Registration Form
- Meal Reservation Form
- Friday Cinema Classic Flyer
- Clergy and Men’s Luncheon
- Help Wanted for Convention
- Saturday Banquet Flyer
- Fun Run/Walk Registration (3)
- Raffle/Silent Auction/Lucky Lotto

Tentative Agenda
Liturgical Guide
Workshops
List of Deceased Members
Vendor/Exhibitor Registration
Transportation Request
Austin City Sites
Convention Checklist
Please read them carefully. Complete and submit the forms by the deadlines listed. Discuss and take action on all other information. If you have questions, do not hesitate to contact the committee chairman or convention officers. Contact information is available on the enclosed forms as well as the letterhead.

**Hotel reservations** may be made by phone at 512-343-2626 or online at the following booking website - [https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=11602614](https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=11602614). Copy and paste the web address to your web browser, and it will take you directly to the CDA page. You will need to ask for the Catholic Daughters group rate if you make your reservation by phone. If you book multiple rooms and determine that you do not need them all, please release the rooms as soon as possible so that they are available to others.

The hotel is located in the Arboretum area of northwest Austin with many restaurants within walking distance. Enclosed is a map of the area showing the restaurants and shopping opportunities. The dining options for breakfast and lunch at the hotel are limited. Please plan accordingly.

**Daily Masses** will be celebrated at the hotel. The Opening Mass on Thursday with Bishop Joe S. Vásquez will be concelebrated with the priests in attendance. You will feel the magnitude of the CDA sisterhood as robed officers and state chairmen process into the room. The Memorial Mass on Friday gives us an opportunity to remember the members who have passed away since our 2013 Convention. The JCDA Mass on Saturday offers a glimpse of the future of CDA. Finally, the Installation Mass on Sunday highlights the transition of leadership from one group of officers to another. All Masses are impressive and filled with the beauty of the organization.

**Dress or attire** for the convention meetings is business casual. You might want to include a light jacket or sweater in the event that the meeting room is cold. For the Opening Mass on Thursday, national, state and court officers will wear their robes with white shoes. Remember that robe length is 11” from the floor in your white shoes. (See the [Officer Training Manual](#) for detailed Robe Protocol.) State Chairmen and officers of newly instituted courts who do not have officer robes must wear white to be included in the Opening Mass entrance procession.

For the Memorial Mass on Friday, the Past State Regents and District Deputies are asked to wear white for the entrance procession. Other participants are encouraged to wear red on Friday in recognition of our military.

At Registration, each participant will receive a **door prize** ticket. Be sure to keep it in a safe and handy place so that you can check the Door Prize board throughout the convention to see if you are a lucky winner. All prizes must be picked up by noon Sunday. Uncollected prizes will be donated to the JCDA convention.

If you are traveling to Austin via plane, complimentary **transportation** to the hotel will be available if requested in advance. Please complete the Transportation Request form and return to Rachel Rocha by March 1, 2015.

**Court Scrapbooks** must be turned-in to Georgia Mikosh in the Concho Room by noon on Friday to be judged in the Scrapbook Contest. Winners will be announced on Saturday.

Finally, to help you prepare for the convention, a **Convention Preparation Checklist** is included with the packet. The checklist will help you complete all the steps for convention by the established deadlines. Use the checklist to make sure that you do not miss something!

The Convention Committee looks forward to seeing all of you in Austin for a fun-filled, educational and spiritual gathering. See you in April!

Approved by State Regent Peggy Rosales
Renaissance Austin Hotel
9721 Arboretum Boulevard
Austin, Texas 78759
512-343-2626
800-468-3571

Reservations
Hotel reservations may be made by phone at 512-343-2626 or online at the following booking website - https://re-sweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventid=11602614. The website takes you directly to the CDA page. You will need to ask for the Catholic Daughters group rate if you make your reservation by phone.

Room Rate
The group room rate is $169.00 per night. The deadline for reservations at this rate is March 18, 2015. The rate cannot be guaranteed after the deadline date.

Check-in and Check-out
Check-in 4:00 p.m.
Check-out 11:00 a.m.
Express Check-in and Check-out

Smoke-Free Policy
This hotel is a smoke-free environment.

Hotel Dining
- Banderas – A Texas Bistro offering American food. Open for breakfast, lunch and dinner.

- @ustinbytes – A cybercafé with wireless service, gourmet coffee, fresh-baked pastries, made-to-order pizzas and sandwiches, gourmet desserts and more in a relaxed setting. Open for breakfast, lunch and dinner.

- steernorth – A hotel bar open for dinner and drinks.

Directions (#1 on Map)
The hotel is located in northwest Austin at the intersection of Hwy. 183 and Capital of Texas Highway (Loop 360).
- From Hwy 183 north, take the Great Hills Trail exit. Turn left at the light.
- From Capital of Texas Highway, take Arboretum Boulevard north to the hotel.

Parking
Complimentary on-site parking.
Valet Parking: $16.00 per day
CONVENTION REGISTRATION FORM

49th BIENNIAL TEXAS STATE CONVENTION
APRIL 9-12, 2015
RENAISSANCE HOTEL in AUSTIN, TEXAS

District # ________
Court # ________

EACH PERSON MUST COMPLETE & SUBMIT THIS FORM TO THEIR REGENT (PLEASE PRINT)
DEADLINE FOR REGISTRATION WITHOUT A LATE FEE IS MARCH 1, 2015.

Name (Last) ___________________________________________ (First) ____________________________

First Name on badge if different from above ________________________________________________

Mailing Address __________________________________________ City, State, Zip __________________

Phone Number (_____) ______________ Email address ________________________________

Name & Court # of Local Court __________________________________ Court Location ____________

If a Spouse or Guest, list name of Host Member ____________________________________________

Is this your first time to attend a CDA Convention? Yes ______ No ______

Check applicable position for name tags: _______Regent

_________National Officer _______State Chairman _______Delegate _______Vice Regent

_________State Officer _______District Deputy # _______Alternate _______Recording Secretary

_________Chaplain/Clergy _______Campus Court _______Court Member _______Financial Secretary

_________Past State Regent _______JCDA _______Spouse/Guest _______Treasurer

REGISTRATION FEE SCHEDULE
(Check your selection)

IF YOU ARE ATTENDING ENTIRE CONVENTION

_____ Registration Fee - $60.00

_____ Late Registration Fee - $70.00*

*Registration Fee after March 1, 2015

IF YOU ARE ATTENDING 1 DAY ONLY

_____ Registration Fee - $45.00

_____ Late Registration Fee - $50.00*

*Registration Fee after March 1, 2015

To avoid the late registration fee, registration must be postmarked by March 1, 2015. Registration fees are not refundable under any circumstances.

Registration Fees are waived for Chaplains, Spouses and/or Guests attending the Convention.

Mail completed registration forms and payment by court check (no personal checks accepted) to:
Judy Evanicky, 1112 Colorado Dr., Smithville, TX 78957.
Contact Information for Judy: (512) 360-4463 or devanicky@smithville.liveair.net
Make check payable to CDA Texas State Convention (Memo Notation: Registration).

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Office Use Only

Check #________ Total $ of Court Check Enclosed_________ Date Received_________ Received by_________
MEAL RESERVATION FORM

49TH BIENNIAL TEXAS STATE COVENTION
APRIL 9-12, 2015
RENAISSANCE HOTEL in AUSTIN, TEXAS

Court Name ___________________________ Court # _________ District # ___________
Regent __________________________________
Address __________________________ City/State/Zip __________________________
Phone __________________________ Email Address __________________________

Instructions: Mail completed Meal Reservation form and payment by court check (no personal checks accepted) to: Adelina Ramirez, 1318 Arrow Hill, San Antonio, TX 78258. Make check payable to “CDA Texas State Convention” (Memo Notation: Meal Reservation). Please print legibly. Questions? Contact Adelina at (210) 481-3294 or justlinalramirez@gmail.com.

DEADLINE FOR MEAL RESERVATIONS IS MARCH 1, 2015.
Reservations postmarked after March 1, 2015 are payable at the late fee rate.

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Grand Total

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Office Use Only

Check #_________ Total $ of Court Check Enclosed___________ Date Received___________ Received by___________
CDA Goes To The Cinema!

Come dressed as your favorite Cinema Character or Cinema Cast!

Friday, April 10, 2015
Rio Grande Exhibit Hall

Parade of stars on the Purple Carpet Begins at 6:15 PM

Cash Bar open at 6:15 pm
Plated Dinner will be served at 7:00 PM Followed by Awards Ceremony

“The After Party” Dancing & Game Tables and Silent Auction

**Bring your camera & be the “CDA Paparazzi” Starting at 6:00 PM!”
Clergy and Men’s Luncheon

Friday April 10, 2015
12:00 noon
Sabine Room

Hosted by State Chaplain
Reverend Donald Rupert

Reservation Deadline
March 1, 2015

Help Wanted

Eucharistic Ministers
Liturgical Committee for the State Convention seeking volunteers to assist with the distribution of the Eucharist at the convention Masses. Looking for individuals to help with one or more Masses, starting on Thursday and ending on Sunday. Helpful if volunteer can assist with all Masses but not a requirement.

Contact Linsay Tomlinson at linsaytomlinson@austin.rr.com or (512) 663-1981 by March 1st.

CDA Choir
Volunteers needed to lend their voices to CDA Choir for Installation Mass on Sunday. Previous choir experience helpful but not necessary. Practice will be scheduled during the convention.

Contact Carolyn Rapsilver at musictunes4me@yahoo.com or (281) 220-9064.
God Throws Us A Banquet!

We invite you to the table!

Catholic Daughters of the Americas®
Texas State Court

The Renaissance Austin Hotel
Grand Ballroom
Formal Banquet
7:00 PM
Saturday, April 11, 2015

Social Hour—Cash Bar
6:00 pm to 7:00pm

“I can do all things through Christ who strengthens me.”

Philippians 4:13
CDA TEXAS WALK RUN EVENT
SUNDAY, APRIL 12, 2015
6:30 A.M.

Come Walk the Walk In Support of Our Texas Projects

Join us in our 4th Biennial CDA Texas Walk Run Event to support healthy hearts and our CDA State Charities. Monies raised will be donated to:

MISSIONS OF MERCY
The Cameron Park Colonias—Brownsville
Missionaries of Charity—Dallas
Casa Juan Diego—Houston
Annunciation Maternity Home—Georgetown

Texas State Projects
Texas Habitat For Humanity
Texas Disaster Relief Fund
Juarez Mission School
American Wheelchair Mission
Coalition for Life – Blue Bus
Memorial Scholarship Fund

So clean up your sneakers, dust off your treadmill and get in shape to walk the walk with us in April!
We are eager to see your bright, shining, smiling faces
at
6:30 A.M.
4th Biennial CDA Texas Walk Run Event  
Austin, Texas  
Sunday April 12, 2015

Registration Form

Name: ___________________________  Phone Number: ___________________________

Street Address: ___________________________  City/State/Zip: ___________________________

Court Name: ___________________________  Court Number: ___________________________

Shirt Size (Adult) [Please Circle Size]  S  M  L  XL  XXL

Registration Fee: $20.00  
Additional Sponsorship Fee: $50.00 (to have your name, court name, or business on back of shirt)

Name to be printed on back of shirt if additional Sponsorship fee included: ___________________________

Make checks payable to Texas CDA and put your Court Number on the check. Return the check and registration form to Fran Ewart, 11700 FM 2657, Kempner, TX 76539. Registration form and money must be postmarked no later than Sunday, March 1, 2015 to guarantee a t-shirt. Questions? Contact Fran at franewart@earthlink.net or (512) 573-3863.

INSTRUCTIONS for the Donation Form:
• The Donation Form should be used to record donations collected. Please make copies of the Donation Form for each participant.
• Be sure that the participants’ name as well as court name and number are on the Donation Form.
• All checks MUST have a phone number AND your court number on the check.
• All collected donations will be equally divided among the Texas State Projects and the Missions of Mercy.
• Return the Donation Form and donations to the WALK REGISTRATION table at the Convention in Austin or you can mail CHECKS ONLY to Fran Ewart at the above address.

Waiver

To Participate, please read and sign the following disclaimer: I understand the CDA walk is an athletic event and I represent that I am physically fit and in good health to participate in such event. I assume all risk associated with my participation in the event and hereby waive, release and agree to indemnify and hold harmless the Catholic Daughters of the Americas and the Renaissance Hotel from all claims or liability for any injury, damages or loss of my property or person or whatever nature caused by or arising out of my participation in this event, whether caused before, during or after the event.

If the participant is under 18 years of age, I represent and warrant that I am the parent (legal guardian) of the participant and I have the authority and knowledge to make the aforesaid representations for the participant and execute this waiver and the participant’s behalf.

NAME OF PARTICIPANT: ___________________________

SIGNATURE OF PARTICIPANT/GUARDIAN: ___________________________

DATE: ___________________________
4th Biennial CDA Texas Walk Run Event
Donation Form

All donations will be distributed to the Texas State Projects and Missions of Mercy

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Cameron Park Colonias, Sisters of Charity, Casa Juan Diego, Annunciation Maternity Home, Texas Disaster Relief Fund, Juarez Mission School, Coalition for Life-Blue Bus, American Wheelchair Mission, Memorial Scholarship Fund, Texas Habitat for Humanity
Regents, when you receive the raffle tickets, please distribute them to your members to sell to their family and friends. The drawing will be held the morning of Saturday, April 11th. Please make sure to have your tickets turned in by 10:00 a.m. You do not need to be present to win. Please return stubs with a court check payable to CDA 2015 State Convention before March 20th to Cynthia Novak, State Ways and Means Chairman, 777 E. Eblin St, La Grange, TX 78945 or bring them to convention.

Items will be on display for bids at the Friday, April 10th Friday Fun Night “CDA Goes to the Cinemat” and until the end of the evening. The winning bids will be posted and Winning bidders will be required to pick up their items at the Convention on Saturday during the day.

To donate an item contact Darice Miksch, State Ways & Means Vice Chairman, by March 1st at: 979.732.3229; dtm54@hotmail.com; 1154 Dee Allen Road, Columbus, TX 78934.

You can start buying tickets Saturday, April 11th after the morning raffle drawing. Tickets will be sold separately for the three drawings: Saturday before the break for the workshops, Saturday evening at the banquet and Sunday morning.

You must have your ticket to claim your prize when the number is called.
CATHOLIC DAUGHTERS OF THE AMERICAS®
49th Biennial Texas State Convention
Austin, Texas
April 9 – 12, 2015

"I can do all things through Christ who strengthens me."
Philippians 4:13

TENTATIVE AGENDA

Wednesday – April 8, 2015

4:00 PM Registration & Credential Committee Meeting – Bosque

Thursday - April 9, 2015

9:00 AM – 6:00 PM Registration – Atrium

12:00 PM State Board Luncheon – Glass Oaks Ballroom

2:30 PM – 4:30 PM Committee Meetings
Rules
Timekeepers
Monitors
Resolutions/Bylaws

Courtesy
Minutes Approval
Pages
Elections
District Deputies, Credential Chairman

4:30 PM Dinner on your own

6:30 PM Procession Begins

7:00 PM Opening Mass – Grand Ballroom

8:30 PM – 9:30 PM Registration – Atrium

Friday – April 10, 2015

7:00 AM – 5:00 PM Registration – Atrium

7:30 AM Roll Call of Delegates – Melodie Brunt, State Secretary
Grand Ballroom

Briefing of Delegates – Ellie Plunkett, State Parliamentarian

Call to Order – Peggy Rosales, State Regent
Opening Prayer – Reverend Donald Ruppert, State Chaplain
Opening Ceremonies
Introductions of those seated at the Dias, State Chairman, District Deputies,
and Honored Guests
Welcomes

Business Meeting

Appointment of Minutes Approving Committee
Credentials Committee Report
Convention Standing Rules Committee Report
Adoption of Printed Program
Appointment of Time Keepers and Pages
2013 Minutes Approval Committee Report

9:15 AM
Keynote Address – Rev. Fr. James Sichko, Pastor
St. Mark Catholic Church, Lexington, KY

Introduction of New Courts – Peggy Rosales
Presentation of Court Development Awards & Membership – Eve Trevino,
First Vice State Regent

Announcements:
Door Prize winning numbers – posted on board in Atrium
Recess for Memorial Mass & Lunch

10:30 AM
Memorial Mass – Grand Ballroom

12:00 PM
Clergy & Men’s Luncheon – Sabine Room
Past Regent’s Club of Texas Luncheon – Glass Oaks Ballroom

1:15 PM
Reconvene

Report of Nominating Committee – Terri Contreras, Chairman
Nominations from the floor for State Office
Nominations from the floor for the 2017 State Nominating Committee
Report of State Financial Review Committee – Janis Wright, Chairman
Habitat for Humanity Presentation – Carolyn Rapsilver, State Chairman

Campus Court Message – Irene Quesnot, State Chairman

Message from National – Carolyn Bachmann, National Director
“Membership, Recruitment & Retention”

Announcement of State Awards:
Education
Legislation
National Charitable Projects
Quality of Life
Spiritual Enhancement
Youth/JCDA
Leadership
Announcements

5:00 PM  Recess for evening
6:00 PM – 10 PM  Fun Night “CDA Goes to the Cinema” - Rio Grande Exhibit Hall
                  Award Ceremonies, Silent Auction & Gaming Tables

9:00 PM  Meet the Candidates – “Inside” Rio Grande Exhibit Hall

Saturday – April 11, 2015

7:00 AM – 2:00 PM  Registration – Atrium - Outside the Grand Ballroom

7:45 AM  Delegates Assemble – Grand Ballroom

8:00 AM  Doors close for delegate sign-in

8:10 AM  Voting begins

8:30 AM  Recess
          Drawing for Raffle Prizes – Winners posted on board in Atrium by
          Grand Ballroom
          Begin selling tickets for “Lucky Lotto”

8:45 AM  Reconvene – Grand Ballroom

          Morning Praise – Carolyn Rapsilver
          Report of Credentials Committee
          Report of the State Regent – Peggy Rosales
          Report of State Treasurer – Rebecca Brown
          Reading of Communications – Melodie Brunt
          Past Regents Club Message – Pat Carr

10:15 AM  Recess
10:30 AM  JCDA Mass – Grand Ballroom

11:45 AM  Lunch

1:00 PM  Reconvene – Grand Ballroom

          Spirituality Presentation – Rev. Donald Ruppert – State Chaplain
          JCDA Skit – JCDA State Officers
          Report of Resolutions/Bylaws – Peggy Supak

Continuation – Announcements of Awards:
          Memorial Scholarship
          Memorial Enrollment for Courts
          Newsletter
          Scrapbook
          Read Across America
Website

Top Five District Deputy Awards – Peggy Rosales
Report of the Election Committee
Robe Ceremony and Nominating Committee Charge

“Lucky Lotto” Drawing #1

2:30 PM
Recess for evening

3:00 PM – 3:45 PM
Workshops – Session I
4:00 PM – 4:45 PM
Workshops – Session II

6:00 PM
Happy Hour – Cash Bar Atrium of Grand Ballroom

7:00 PM
Banquet – Grand Ballroom
“Lucky Lotto” – Drawing #2

Sunday, April 12, 2015

6:30 AM
CDA 4th Biennial Walk/Run – Grounds of Renaissance Hotel around pond

8:30 AM
Reconvene – Grand Ballroom

Morning Praise – Carolyn Rapsilver
Final Credentials Report
Report of Registration Committee – Judy Evanicky
Report of Courtesy Committee
Walk/Run Awards – Fran Ewart/Barbara Molloy
Presentation of State Scrapbook – Lisa Jewell
Motion to Destroy Ballots
Message from State Regent-Elect
2019 State Convention Bid
2017 State Convention Invitation
“Lucky Lotto” – Drawing #3
Report of Ways & Means Chairman – Cynthia Novak
State Regent’s Closing Remarks
Retiring of Colors
Closing Prayer – Carolyn Rapsilver

10:30 AM
ADJOURN

10:50 AM
Installation Mass – Grand Ballroom
Liturgical Guide for Daily Mass

Opening Mass
*Thursday, April 9 at 7 p.m.*

The Opening Mass marks the commencement of the 49th Biennial Texas State Convention of the Catholic Daughters of the Americas. Bishop Joe S. Vásquez will concelebrate the Mass with State Chaplain Reverend Donald Rupert and priests in attendance. The beautiful and angelic voices of the St. Mary Cathedral choir will fill the room.

Court robed Officers, District Deputies, State Chairman and Past State Regents will process into the ballroom at 6:30 p.m. Officers of newly instituted courts who do not have officer robes must wear white to be included in the entrance procession. Please be available for line-up at 6:00 p.m.

All other participants/attendees may be seated starting at 6:00 p.m.

Memorial Mass
*Friday, April 10 at 11 a.m.*

The Memorial Mass on Friday gives us an opportunity to remember the CDA members who have passed away since our 2013 Convention. The ceremony begins with a candlelit procession of Past State Regents and District Deputies. The candles will represent all Court members who have passed away over the last two years. In addition, there will be a special remembrance of the Past State Regents who have passed away during this term.

Past State Regents and District Deputies, dressed in white with DD sashes, should be available for line-up 20 minutes prior to the start of Mass.

JCDA Mass
*Saturday, April 11 at 11 a.m.*

Come celebrate the future of the Catholic Daughters of the Americas in Texas. This Mass highlights the youth of our organization, Junior Catholic Daughters of the Americas. JCDA Courts are invited to attend this Mass and to join the opening process, wearing JCDA sashes.

Participants should be available for line-up 20 minutes prior to the start of Mass.

Installation Mass
*Sunday, April 12 at 10:30 a.m.*

The Installation Mass on Sunday highlights the transition of leadership for CDA in Texas. We give thanks for the contributions and achievements of the outgoing officers and show our respect and support of the new officers.

Mass will begin after the official adjournment of the business meeting. Please be in your seat 20 minutes prior to the commencement of Mass.
Come to the convention ready to learn!

It is time for you and the members of your court to start thinking of the workshops you will be attending. What will be most beneficial for your court? The times and room assignments for the workshops will be included in the printed program. All the workshops will take place on Saturday afternoon.

Circle of Love
2 sessions - Carolyn Malik

Financial Review
2 sessions - Janis Wright & Gennie Loggins

Conflict Resolution
1 session - Rosie Stockwell

JCDA
1 session - Sheila Martinka & Peggy Supak

Fundraising - Do's and Don'ts
1 session - Peggy Supak

Website - Navigating
1 session - Ita Pena

Respect Life
1 session - Mary Rose Barta

MOM & State Projects
1 session - Cathy Bittner/Benji Pardee & Melodie Brunt

Parliamentary Procedures
1 session - Ellie Plunkett

Court Room Spirituality
1 session - Duchess Collins & Rebecca Brown

I couldn’t decide which one to take — so I took them all!
MEMORIAL MASS – LIST OF DECEASED MEMBERS

During the 2015 Convention, we will celebrate a Memorial Mass on Friday, April 10, 2015 in memory of the CDA members who have passed away since the 2013 Convention. To ensure that your members are included in the Liturgy Program, please complete this form and return by Tuesday, January 31, 2015. Please type the information or print clearly.

Submitted by: Primary – Court Contact Person
Name ____________________________________________
Mailing Address ____________________________________________
Phone/Cell# __________________ Email _______________________

Court Name & # ____________________________________________
Court Town __________________ District # __________________

Names of Deceased Members Date of Death Charter Member
(Since your Court’s 2013 report) (Yes or No)
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

Return to:
Elizabeth Kallus
523 S. College St.
La Grange, TX 78945
elizabethkalluscda@gmail.com

Questions? Contact Elizabeth at 979-249-7519 or elizabethkalluscda@gmail.com
EXHIBITOR/VENDOR REGISTRATION FORM

49th BIENNIAL TEXAS STATE CONVENTION
APRIL 9 - 12, 2015
RENAISSANCE AUSTIN HOTEL
9721 Arboretum Blvd.
Austin, TX 7875

Please complete and send this form to: Virginia Olsovsky
1912 Pine Springs Rd.
Flatonia, TX 78941
cdavendors@icloud.com

CDA Court/Organization/Company

Authorized representative at this event

Address

City __________________________ State _______ Zip________

Telephone ___________ Cell __________ Email ___________

Products to be displayed

Fees: 15% of total sales payable to “CDA 2015 Texas State Convention”

Would you donate a door prize? ____________________________________________
(please list item)

The registration deadline is March 1, 2015. All applications are subject to the approval of the State Regent. If approved, you will receive a confirmation email along with additional information.

Every vendor will have one 8-foot table and two chairs, unless otherwise requested. If available, additional space will be allocated on a first come basis and determined by the number of vendors registered. Vendors are responsible for table covering, display, electrical needs, decorations, and a cover for merchandise for when booths are closed.

Hotel security will be on duty during overnight hours. CDA is not responsible for any lost or stolen merchandise.

Schedule:
Set up: Thursday 9:00 a.m. to 12 noon
Display and Sales: Thursday 12 noon to 5:00 p.m., Friday 8:00 a.m. to 6:00 p.m., and Saturday 8:00 a.m. to 5:00 p.m.
Take down booths and check out Saturday 5:00 p.m.

Booths will be closed during daily Mass. Vendors are invited to participate in the Celebration.
For questions, contact Virginia Olsovsky at 361-772-8776 or cdavendors@icloud.com.
TRANSPORTATION REQUEST

49TH BIENNIAL TEXAS STATE COVENTION
APRIL 9-12, 2015
RENAISSANCE HOTEL in AUSTIN, TEXAS

Name ________________________________________________

Address ____________________________________________ City/State/Zip ____________________________

Email Address ____________________________________________

Phone #’s: Home_________________________ Mobile______________________________

Instructions:
- Mail completed form to Rachel Rocha, 6804 Dubuque Lane, Austin, TX 78723. Please print legibly.
- Upon arrival at Austin-Bergstrom International Airport (ABIA), meet the CDA driver at baggage claim.
- Questions? Contact Rachel at (512) 928-1334.

DEADLINE FOR TRANSPORTATION REQUEST IS MARCH 1, 2015.

TRAVEL ITINERARY

Arrival Information

Airline ___________________________ Flight # ____________

Arrival Date & Time ____________________________

Arriving From ____________________________

Departure Information

Airline ___________________________ Flight # ____________

Departure Date & Time ____________________________

****************************************************************************

Office Use Only

Received by ____________ Date Received ____________ Request Verified by ____________ on ____________
<table>
<thead>
<tr>
<th>Deadline</th>
<th>Completed</th>
<th>Task To Do</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan/Feb Mtg.</td>
<td></td>
<td>Share convention information with Court Members &amp; Chaplain.</td>
</tr>
<tr>
<td>Jan/Feb Mtg.</td>
<td></td>
<td>Elect delegates and alternates at January or February meeting.</td>
</tr>
<tr>
<td>Jan. 31, 2015</td>
<td></td>
<td>Prepare Memorial Mass Deceased Member List and return to Elizabeth Kallus.</td>
</tr>
<tr>
<td>Feb. 15, 2015</td>
<td></td>
<td>Complete and return Delegate/Alternate list to State Regent.</td>
</tr>
<tr>
<td>Mar. 1, 2015</td>
<td></td>
<td>Make hotel reservation as early as possible but no later than March 18, 2015 to receive convention room rate.</td>
</tr>
<tr>
<td>Mar. 1, 2015</td>
<td></td>
<td>Complete Convention Registration form and return with payment.</td>
</tr>
<tr>
<td>Mar. 1, 2015</td>
<td></td>
<td>Complete Meal Reservation form and return with payment.</td>
</tr>
<tr>
<td>Mar. 1, 2015</td>
<td></td>
<td>Complete Fun Walk/Run Registration form and return by deadline to ensure a t-shirt.</td>
</tr>
<tr>
<td>Mar. 1, 2015</td>
<td></td>
<td>Submit Exhibitor/Vendor Registration Form for booth space.</td>
</tr>
<tr>
<td>Mar. 1, 2015</td>
<td></td>
<td>Submit Resolution and By-Law proposals.</td>
</tr>
<tr>
<td>Mar. 1, 2015</td>
<td></td>
<td>Complete Transportation Request and return to Rachel Rocha.</td>
</tr>
<tr>
<td>Mar. 18, 2015</td>
<td></td>
<td>Make hotel reservations by March 18, 2015 for convention room rate.</td>
</tr>
<tr>
<td>Apr. 9, 2015</td>
<td></td>
<td>Sell/purchase state raffle tickets and return stubs with payment to Cindy Novak.</td>
</tr>
<tr>
<td>Apr. 9, 2015</td>
<td></td>
<td>Plan a silent auction item and bring to convention. Turn-in by 5:00 p.m. Friday in Frio Room.</td>
</tr>
<tr>
<td>Apr. 9, 2015</td>
<td></td>
<td>Plan costumes for Friday Cinema Classic Night.</td>
</tr>
<tr>
<td>Apr. 9, 2015</td>
<td></td>
<td>Turn-in Court Scrapbooks by noon on Friday in Concho Room.</td>
</tr>
<tr>
<td>Apr. 9 –12, 2015</td>
<td></td>
<td>Attend, participate and enjoy convention.</td>
</tr>
<tr>
<td>Apr/May Mtg.</td>
<td></td>
<td>Share convention information at Court meeting.</td>
</tr>
</tbody>
</table>

*Note: Contact information for the forms is included on the forms.*