

2018 Mid-Year Conference & Supplier Exhibits

New Orleans, LA • February 18-20, 2018 • Registration Deadline: Friday January 26, 2018

ITRA

Independent Textile Rental Association

Sheraton New Orleans – New Orleans, LA

Featured Speakers and Sessions:

- ⇒ Danny W. Jarrett, Office Managing Principle, Jackson Lewis P. C.
Updates in Workplace Law
- ⇒ David Bernstein, President, Lapauw USA
Setting Mutual Expectations in Contract Negotiations
- ⇒ Bryan Landry, Senior Director, Planned Giving, Habitat for Humanity
Leadership for Effective Team Building
- ⇒ Steven Wright, Vice President Business Development, Irving Weber Associates
Integrating Risk Management and Insurance Solutions into Your Business Operations
- ⇒ OPEN FORUM: *Bring Your Best Current Business Practices to Share!*

Take a break from your busy textile rental lives to network and learn from other Independent Operators!

It's always exciting to watch the light bulbs go on around the room as attendees discover they are not alone in facing the daily challenges of business.

This year's conference has it all!

Learn from five outstanding speakers ~ share innovative ideas that will enhance your management, leadership and business skills ~ network with ITRA's Preferred Suppliers ~ share best practices in an open forum.

You won't want to miss this unique opportunity to enhance your and your team's professional and personal development!



AGENDA

Saturday February 17

6:00 pm-8:30 pm

Optional paid activity. Meet in Hotel Lobby at 5:45 pm to board group transportation.

Sunday February 18

9:00 am-10:00 am

Committee Meetings Ellendale
4th Floor

10:00 am-12:00 pm

Board Meeting Gallier AB
4th Floor

1:00 pm-5:30 pm

Supplier Setup Armstrong Ballroom
8th Floor

6:00 pm-9:00 pm

*Reception/
Supplier Exhibits* Armstrong Ballroom
8th Floor

Monday February 19

7:00 am-8:00 am

*Registration, Networking
Breakfast* Waterbury
2nd Floor

8:00 am-5:00 pm

*Scholarship Award
Educational Seminars* Rhythms
2nd Floor

12:00 pm-1:00 pm

Lunch Waterbury
2nd Floor

5:00 pm-6:00 pm

Beer & Wine Reception Lagniappe
2nd Floor

Evening Open

Tuesday February 20

7:00 am-8:00 am

*Breakfast & Closing
Remarks* Rodrigue Gallery
1st Floor

8:15 am-11:30 am

*Plant Tour TBD; otherwise breakouts and/or
additional sessions*

12:00 Noon

Group Departures



Independent Textile Rental Association

P.O. Box 190 • Hogansville, GA 30230

Phone: 706.637.6552 • Fax: 706.637.8875

Email: info@itra.us • Website: www.ITRA.us

Executive Director:

Ron Evans, RJ Evans & Associates

*Committed To Your Growth
Education • Training • Networking*

Speakers & Presentations

Updates in Workplace Law

Danny W. Jarrett, Office Managing Principle

Jackson Lewis P.C.

As an Attorney at Law for Jackson Lewis P.C., Danny's experience counseling employers in various industries encompasses all aspects of workplace law, including labor relations, litigation, immigration and benefits. During this presentation Danny Jarrett will discuss cutting-edge regulatory, legislative, and legal issues facing HR professionals in 2018. He will update participants on new regulations affecting the workplace, potential legislative efforts impacting the human resource field, and case law addressing issues of importance to employers.

Setting Mutual Expectations in Contract Negotiations

David Bernstein, President

Lapauw USA

Negotiating effective contracts requires careful planning and a willingness to collaborate. However, negotiating can be seen simply as communicating expectations and finding a middle ground both parties are happy with. The goal is to work together and be mutually trusted *and* mutually trustworthy. In his unique presentation, David Bernstein highlights ways to develop a balanced relationship during the sales process, contract negotiations, and throughout the customer relationship. Enhancing your negotiation skills through mutual expectations negotiation will help you to become a better dealmaker and leader.

Leadership Techniques for Effective Team Building

Bryan Landry, Senior Director, Planned Giving

Habitat for Humanity

Well-integrated, high-performing teams never lose sight of their goals and are largely self-sustaining. In fact, they seem to take on a life of their own. And it all comes down to leadership. Bryan Landry defines significant behaviors demonstrated by high-impact leaders and discusses those behaviors that are fundamental to team success.

What You Need to Know about Insurance for Your Laundry

Steven Wright , CPCU, ARM, LUTCF

Irving Weber Associates, Inc.

There are more hazards in an industrial or commercial laundry than one may realize. Machine malfunctions and slip and fall liability are just a couple of them. But in addition to physical hazards other risks exist, such as employment practice liability, environmental exposures and cyber risks and liabilities. As a business owner you want to protect your assets, property, employees and customers. Steven Wright, of Irving Weber Associates, understands what it takes to run a successful Laundry and will explore how to integrate risk management into your business operations by discussing your unique exposures.

Best Practices Showcase

This open forum serves as a way for attendees to share their own specific experiences and demonstrate practical examples of successful technology, process, and people solutions in their respective companies. This session fosters creative thinking and allows attendees to showcase innovative and valuable practices that they have successfully implemented in their businesses. Goals of the forum include:

- Transferring knowledge of best practices and programs throughout the industry
- Providing at least one idea that each participant can apply to his or her workplace
- Providing networking opportunities that extend beyond the forum
- Building a cohort of change agents across the textile rental industry.

Optional Paid Activity

Mardi Gras World Tour **\$75.00 per person**
Saturday, February 17, 2018
5:45 pm. Meet in the Lobby - Group Transportation Provided



Have you ever wondered where the floats and props used in many of New Orleans' largest Mardi Gras parades are made? Since 1947, Kern Studios has built the breathtaking floats that are seen in Mardi Gras parades and in celebrations, both in New Orleans and around the world, all housed at Mardi Gras World. Walk through massive studios where floats are being built from the ground up. Watch a historic video and eat a free slice of King Cake. After, enjoy a reception with food and beverages while taking in great views of the Mississippi River. Don't forget your camera!

Supplier Exhibit Information

Exhibit Set Up: Exhibit set up time is Sunday, February 18 from 1:00-5:30 pm. Food and Beverage is open to exhibitors only from 5:30-6:00 pm. The Supplier Exhibit and Welcome Reception will be held in the Armstrong Ballroom (8th flr) on Sunday, February 18 from 6:00-9:00 pm.

Displays: Display space is limited and will be assigned on a first come, first serve basis. Exhibits will be table top displays which will include one 6' x 30" skirted table and two chairs. There are no panels or walls to separate exhibits and no extension cords or power strips. If you have power or other requirements or questions, please call the ITRA Office at 706-637-6552 before Friday, January 26, 2018.

Inbound Guest Packages - Shipping Instructions

Please follow the recommended label addressing standards, illustrated below, to prevent package routing delays. All packages received by FedEx Office require a release signature before being released from FedEx Office's custody to the intended recipient. Release signatures are captured at the time of package pick-up from the FedEx Office Business Center or during delivery of package(s) to the recipient. Inbound receiving and applicable delivery fees will be applied on a per package basis, as outlined in the fee schedule below. These fees are applied in addition to any shipping/transportation charges. Please use the name of the recipient whom will be onsite to receive and sign for the package(s). Do not address your package(s) to the Hotel Staff or a Show Manager as this could cause confusion in package sorting or your package(s) to be delayed. Packages will be available for pick-up inside of the FedEx Office Business Center. Package deliveries to the Armstrong Ballroom on the day of the exhibit may be scheduled by contacting the FedEx Office Business Center at (504) 522-9378. Package deliveries should only be scheduled after the recipient has checked into the hotel. **Please schedule your shipment(s) to arrive 2-3 days prior to the event start date.**

PACKAGE LABELING STANDARDS AND FEDEX OFFICE CONTACT

Hold For Guest: (Guest Name) (Guest Cell Number)
c/o FedEx Office at Sheraton New Orleans
500 Canal Street
New Orleans, LA 70130
(ITRA 2018 Mid-Year Meeting)
Box ____ of ____

FedEx Office Business Center
 Sheraton New Orleans
 500 Canal Street
 New Orleans, LA 70130
 Phone: 504.522.9378
 Fax: 504.522.9382
 Email: usa5671@fedex.com

Operating Hours
 Mon – Fri: 7:00am - 7:00pm
 Saturday: 8:00am - 2:00pm
 Sunday: 10:00am - 2:00pm

Outbound Guest Packages - Shipping Instructions All outbound packages must have a completed carrier airbill affixed to each package. FedEx Office offers pack and ship services in the Business Center while packaging supplies are also available for purchase. FedEx Express® shipping boxes and airbill forms are available and complimentary. Outbound packages to be picked up by a third party courier should be coordinated in advance with a FedEx Office team member. Outbound handling fees will be applied to all packages, regardless of carrier, in addition to shipping/transportation fees.

PACKAGE WEIGHT	PACKAGE PICKUP OR DROP OFF BY GUEST	PACKAGE PICKUP OR DELIVERY BY FEDEX OFFICE
Flat Envelopes	No Charge	\$5.00
0.0 – 1.0 lbs.	\$2.00**	\$5.00
1.1 – 10.0 lbs.	\$10.00	\$15.00
10.1 – 20.0 lbs.	\$15.00	\$20.00
20.1 – 30.0 lbs.	\$20.00	\$30.00
30.1 – 40.0 lbs.	\$25.00	\$40.00
40.1 – 50.0 lbs.	\$25.00	\$50.00
50.1 – 60.0 lbs.	\$25.00	\$50.00
Over 60.0 lbs.	\$25.00	\$70.00
Pallets & Crates*	\$150.00	\$150.00

Package Handling Fees - Package handling fees may be charged to a guest room, FedEx account, or billed to a credit card. Fees are applied on a per item basis. Extra fees will apply for packages stored for over 5 days.



**EVENT
REGISTRATION**

2018 MID-YEAR CONFERENCE & SUPPLIER EXHIBITS
Sunday, February 18 -Tuesday, February 20
Sheraton New Orleans, 500 Canal Street
New Orleans, LA 70130

Operator Attendee Registration Fee*: \$495 First Company Attendee, \$395 Second Company Attendee, \$295 Third Company Attendee, \$195 Fourth ++ Company Attendee

**Discounted fees apply to Operator Member attendees registered together - use additional form if necessary)*

Supplier Member (Associate) Registration Fee: \$545 First Company Attendee; \$450 Each additional Company Attendee

Spouse/Partner \$175 (meals only; not attending seminars/tours)

Mardis Gras World Tour/Reception per person \$75 (non-refundable)

Company Name:	Contact Name:
Mailing Address:	Contact Phone:
City, St., Zip:	Contact Email Address:

Attendee Name(s) as will appear on badge (use multiple forms if necessary)	Attendee Email Address	Registration Fee
		\$
		\$
		\$
		\$
		\$
		\$

Fee for Mardis Gras World Tour/Reception Saturday, February 17, 2018: Qty_____ x \$75.00 \$

Method of Payment: <input type="checkbox"/> Use Credit Card below <input type="checkbox"/> Company Check* <i>*Registration form must accompany check for registration to be processed.</i>	Total Fees: \$ _____
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Sheraton New Orleans Room rate: \$169.00 (+ 15.75% applicable tax, + \$3.00) - Cutoff Date: Friday, January 26, 2018, after January 26, regular room rates will apply. **Attendees shall make reservations directly with New Orleans Sheraton by calling (888) 627-7033 and asking for the ITRA group rate.** All individual reservations must be guaranteed with a major credit card at time of reservation. Room cancellations within 72 hours of arrival and without a cancellation number will be charged one night's room and tax. An early departure fee of one night's room and tax will be charged if attendee checks out prior to confirmed check out date.

Credit Card: <input type="checkbox"/> AMEX <input type="checkbox"/> M/C <input type="checkbox"/> Visa <input type="checkbox"/> Other _____			
Name as it Appears on Card	Card Number	CCV#	Exp.
Billing Address for Credit Card (Name/ Company/Address/City/State/Zip)			
Signature			Date

SUBMIT PAYMENT: If paying fees by check, mail to: **ITRA, PO Box 190, Hogansville, GA 30230.** If paying fees by credit card, mail as above or fax completed form to ITRA at 706-637-8875.

CONFERENCE CANCELLATION POLICY: **Full billing will be made for cancellations received after January 26, 2018 and for "no shows". Any approved refunds will be subject to a \$50 administrative fee.**

QUESTIONS? Contact Suzette Evans at the ITRA Office at 706-637-6552 or send an email to suzette_evans@bellsouth.net.