



CITY OF SAN ANTONIO CONVENTION & SPORTS FACILITIES

April 11, 2024

Mr. Archie McFee
Executive Director
Texas Association of Student Councils
1833 South IH-35
Austin, TX 78741

RE: 03/27/26 – 03/31/26 "T2026 TASC High School Annual Conference"

Dear Mr. McFee:

The Staff & Management of the San Antonio Convention and Sports Facilities thanks you for the opportunity to host your 2026 TASC High School Annual Conference, 03/27/26 - 03/31/26.

Your lease agreement for rental of the Convention Facilities is attached. Please sign where indicated on the following pages: Information Sheet, Page 8 of the Lease Agreement, and the Space Addendum, and return all documents to our office. Deposit is due with the signed contract; make check payable to the City of San Antonio. The signed contract and deposit are scheduled for return to our office by May 11, 2024; otherwise, this reserved space may be released and become available to be leased by another party. A countersigned copy will be returned to you when signed by the Director of the facilities.

Please review the space listed on the contract, as there can be no refund in case of a cancellation, or for space that is contracted but not used, unless that space is rebooked.

The Bodily Injury and Property Damage of \$1,000,000.00 per occurrence, with \$2,000,000.00 General Aggregate insurance is required by the City and must have the City of San Antonio named as the 'additionally insureds' and be received 60 days before the date of your event for review and verification. The description of operations portion of your **ACORD 25-S Certificate of Liability Insurance** form must read: *Waiver of Subrogation under Workers' Compensation applies to City of San Antonio. The City of San Antonio, its officials, employees' representatives and volunteers are Additional Insureds under Auto Liability and General Liability. It is agreed that this Insurance is primary and any Insurance or self-Insurance by the City of San Antonio shall be excess.* The required certificate also needs to include the Endorsements page denoting City as additional insured.

Please contact me if you have any questions. We are looking forward to working with you to ensure an enjoyable and successful event.

Sincerely,


Yvette Van Emmerik
Sales Manager
(210) 207-8563

Enc.

YV/me

ALAMODOME & ILLUSIONS
THEATRE

www.sahbgcc.com | 900 East Market Street, San Antonio, TX 78205 | (210) 207-8500

CARVER COMMUNITY
CULTURAL CENTER

HENRY B. GONZALEZ
CONVENTION CENTER

LILA COCKRELL THEATRE

INFORMATION SHEET

SAN ANTONIO
CONVENTION FACILITIES
P.O. BOX 1809
SAN ANTONIO, TEXAS 78296
(210) 207-8500

STREET ADDRESS:
900 EAST MARKET STREET
SAN ANTONIO, TEXAS 78205
www.sahbcc.com

SAP # 190119
CONTRACT # 60758 FILE # T-126
CLASS & TYPE Class III Conv With Exhibits
DATE April 11, 2024
RENT DEP. \$17,780.00
PAYABLE TO THE CITY OF SAN ANTONIO

LICENSEE	Texas Association of Student Councils		EVENT /2026 TASC High School Annual Conference
ADDRESS	1833 South IH-35 Austin, Texas 78741		WEB ADDRESS www.tasconline.org
CONTACT	Archie McAfee		*PLEASE NOTE: UNLESS REQUESTED OTHERWISE, THIS INFORMATION IS OPEN TO THE PRESS, THE PUBLIC AND OUR WEBSITE CALENDAR WITH HYPERLINKS
TITLE	Executive Director		APPROVE LINK TO YOUR WEBSITE VIA OUR CALENDAR OF EVENTS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
PHONE	FAX	EVENT CONTACT	Patty Wangler
CELL PHONE		TITLE	State Director
EMAIL		PHONE	512-443-2100 ext. 8517 FAX:
		CELL PHONE	
		EMAIL	patty@tassp.org

DAILY ROOM AND SPACE USAGE IS LISTED IN CONTRACT - ADDENDUM I

DATES REQUESTED

MOVE-IN DATE	03/27/26	TIME	06:00 AM	AGE GROUP: Adults	EST ATTENDANCE: 5200		
STARTING DATE	03/29/26	TIME	06:00 AM	EXHIBITS: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	NUMBER	TBD
ENDING DATE	03/31/26	TIME	11:59 PM	EXHIBIT AREA (S):	Exhibit Halls 1 & 2		
MOVE-OUT DATE	03/31/26	TIME	11:59 PM	POLICE REQUIRED (EXTRA CHARGE): YES THEATRE EVENT: NO			

*ADDITIONAL \$400.00 PER HOUR, PER ROOM FOR ANY FUNCTION THAT EXTENDS PAST 12:00 MIDNIGHT.

EXCLUSIVE SERVICE PROVIDERS

CONTACT INFORMATION

CATERING, CONCESSIONS & NOVELTIES	THE RK GROUP	(210) 225-4535
EVENT SECURITY	SAPD OFF DUTY UNIT	(210) 207-7020
TELECOMMUNICATIONS / INTERNET SERVICES	SMARTCITY NETWORKS	(210) 258-8900
TICKET SALES (Lila Cockrell Theatre)	TICKETMASTER /AMANDA YRUEGAS	(210) 207-3609
BUSINESS CENTER	THE UPS STORE	(210) 258-8950
RIGGING SERVICES	ENCORE EVENT TECHNOLOGIES	(210) 308-0182
ELECTRICAL SERVICES *Limited electrical services (110v) included in rental of ballrooms and meeting rooms only.	EDLEN ELECTRICAL EXHIBITION SERVICES	(210) 662-9450
FIRE MARSHALL	FREEMAN ELECTRICAL SERVICES	(210) 227-0341
	SAN ANTONIO FIRE MARSHALL OFFICE	(210) 207-3695

PREFERRED SERVICE PROVIDERS

PRODUCTION & AUDIO-VISUAL SERVICES	ENCORE EVENT TECHNOLOGIES	(210) 308-0182
EVENT STAFFING SERVICES	ALLIED UNIVERSAL EVENT SERVICES	(210) 704-6303

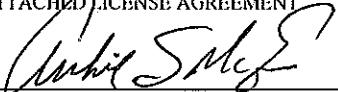
COMMERCIAL GENERAL LIABILITY INSURANCE

PLEASE NOTE: CITY REQUIRES \$1,000,000.00 GENERAL LIABILITY EACH OCCURRENCE, AND \$2,000,000.00 GENERAL AGGREGATE
WITH THE CITY OF SAN ANTONIO NAMED AS ADDITIONALLY INSURED.

****INSURANCE CERTIFICATE & ENDORSEMENT SHEET DUE 60 DAYS PRIOR TO EVENT ****

SIGNATURE: I HEREBY CERTIFY THAT I AM THE AUTHORIZED REPRESENTATIVE OF THE ABOVE ORGANIZATION; AS AN AUTHORIZED REPRESENTATIVE OF THE LICENSEE, I UNDERSTAND THE ABOVE STATEMENTS AND THE LICENSEE IS RESPONSIBLE FOR THE RELATED COSTS OUTLINED IN THE ATTACHED LICENSE AGREEMENT.

SIGNED



TITLE

Executive Director

FOR INTERNAL USE ONLY											
XH1 N REG	<input checked="" type="checkbox"/>	XII 1	<input checked="" type="checkbox"/>	XH2 S REG	<input checked="" type="checkbox"/>	XII 2	<input checked="" type="checkbox"/>	220	<input checked="" type="checkbox"/>	221-225	<input checked="" type="checkbox"/>
XII 3 E REG	<input checked="" type="checkbox"/>	XH3	<input checked="" type="checkbox"/>	TV	<input checked="" type="checkbox"/>	XH 4 REG	<input checked="" type="checkbox"/>	XII 4	<input checked="" type="checkbox"/>	XH 4-A	<input checked="" type="checkbox"/>
MERIDA RVR PLZA	<input checked="" type="checkbox"/>	PARKVIEW	<input checked="" type="checkbox"/>	LCT	<input checked="" type="checkbox"/>	004-005	<input checked="" type="checkbox"/>	006-007-008	<input checked="" type="checkbox"/>	THE LDR	<input checked="" type="checkbox"/>

*Pit Removal
(LCT Only)* *Orchestra Shell
(LCT Only)* *Sound/Light Control Station
(LCT Only)*

SM (YV): EBMS:

EC:

**CITY OF SAN ANTONIO
SHORT TERM LICENSE AGREEMENT FOR RENTAL OF CONVENTION FACILITIES
HENRY B. GONZALEZ CONVENTION CENTER, LILA COCKRELL THEATRE**

Texas Association of Student Councils
1833 South IH-35
Austin, Texas 78741

NO. 60758
FILE# T-126

This License Agreement ("LICENSE") is made and entered into by and between the City of San Antonio ("CITY") a municipal corporation of the State of Texas, acting by and through its Director of Convention & Sports Facilities, ("DIRECTOR") and Texas Association of Student Councils, hereinafter called LICENSEE, for the following express purposes and conditions, all of which the LICENSEE hereby covenants and agrees with CITY to keep and perform:

I. PAYMENT TO CITY AND GRANT AND TERM OF LICENSE

1.1 That CITY, for and in consideration of the rents, covenants and promises herein contained to be kept, performed and observed by LICENSEE, does hereby agree to furnish certain space, hereinafter called LICENSED PREMISES, located in the San Antonio Convention Facilities, City of San Antonio, Bexar County, Texas, as designated below, and LICENSEE agrees as consideration hereof and as payment for the right herein granted to use the LICENSED PREMISES to pay CITY as follows:

Commencement Date/Time
03/27/26-03/31/26
06:00 AM-11:59 PM

Licensed Premises
See Addendum I for Space Usage

Payment Schedule:

<u>Estimated Minimum Total</u>	<u>Deposit Due w/ Signed Contract</u>	<u>Final Deposit Due</u>
\$ 99,780.00	\$17,945.00 May 11, 2024	In accordance with Addendum 1-A
\$-28,000.00 Anticipated VSA Concession based on room night pickup		
\$ 71,780.00 Estimated Space Rental		

1.2 LICENSEE further agrees to pay to CITY on demand any and all undisputed sums which may be due CITY for additional services, accommodations or materials as may be requested by LICENSEE in writing as provided in Article II entitled "ADDITIONAL SERVICES." Total balance owed for additional rents and/or additional services is due 30 days after the final day of the event. The highest legal rate of interest in Texas will be assessed to any unpaid balance after the due date.

1.3 The amounts above are based on rates approved by CITY Ordinance #88946 as amended by subsequent Ordinances.

II. ADDITIONAL SERVICES

2.1 Should LICENSEE require additional services, accommodations or materials other than those ordinarily provided for the LICENSED PREMISES, which the DIRECTOR or his designee agrees could be provided by CITY, such as special set-ups or special labor requests, and LICENSEE desires CITY to provide those services, LICENSEE shall make a written request for said services no later than 60 days prior to the Commencement Date. LICENSEE agrees to pay on demand any and all undisputed sums which may be due CITY for said additional services. Such payment shall be made to CITY at the office of the Director of Convention & Sports Facilities, P.O. Box 1809, San Antonio, TX, 78296. Total balance owed for additional services is due 30 days after the final day of the event. The maximum legal interest rate allowed by Texas Law will be assessed to any unpaid balance after the due date.

III. RELEASE OF SPACE

3.1 Should LICENSEE release all or any portion of the LICENSED PREMISES described herein, LICENSEE will forfeit all payment made on the released space, unless the released space is re-booked to another party. After receiving written notice by LICENSEE of its intent to release space, CITY shall place the released space into its inventory and make such space available for booking for another event.

IV. USE OF LICENSED PROPERTY AND EQUIPMENT

4.1 City warrants that the LICENSED PREMISES shall be free from material interference and shall take any necessary steps to halt any material interference during LICENSEE's use of the LICENSED PREMISES. City shall notify LICENSEE of any construction or remodeling to be performed in the LICENSED PREMISES immediately prior to or over the licensed period. Should construction or remodeling be mutually determined to materially interfere with LICENSEE's use of the LICENSED PREMISES, LICENSEE may terminate this Agreement without liability with written notice to CITY as long as such notice is taken within 30 days of LICENSEE's receipt of notice of construction or remodeling.

4.2 The *LICENSED PREMISES* and equipment shall be used for the purpose of 2026 TASC High School Annual Conference and for no other purpose without the prior written consent of *CITY*. *CITY* reserves the right to review the intended use of the *LICENSED PREMISES*. The *LICENSEE* may not use the *LICENSED PREMISES* for any purpose other than that specifically agreed to by *CITY*.

4.3 *LICENSEE* understands that *CITY* has sole control of all concession rights as reserved in Article 4.14 hereof, and that NO FOOD OR BEVERAGE, WITH OR WITHOUT CHARGE, SAMPLES OR OTHERWISE, MAY BE SERVED OR DISTRIBUTED BY *LICENSEE* WITHOUT THE PRIOR WRITTEN CONSENT OF *CITY*. FURTHER, *LICENSEE* WILL NOT ALLOW ANY ATTENDEE TO BRING IN FOOD OR BEVERAGE for group distribution or resale.

4.4 PERSONNEL AND EXCLUSIVE SERVICES. *LICENSEE* shall employ sufficient qualified personnel as may be required for the proper use and occupancy of the San Antonio Convention Facilities including, but not limited to, ticket sellers, ticket takers, ushers, registration personnel, security guards, paramedics, spotlight operators, sound system technicians, plumbers, electricians, and any other personnel necessary for the handling of freight, decorations, scenery, or other property of *LICENSEE*. San Antonio Convention Facilities have exclusive contracts for various services more fully described in Addendum II attached hereto and made a part of this *LICENSE*. Licensee may utilize a supplier of its choice for services or rentals for which the City has no exclusive providers. *LICENSEE* agrees that each person employed by *LICENSEE* to provide services in the San Antonio Convention Facilities will at all times maintain a neat and clean appearance and conduct himself/herself in a polite and professional manner. *LICENSEE* agrees to replace any such employee failing to do so upon notice by *DIRECTOR*.

4.5 CONTROL OF BUILDING. In furnishing the *LICENSED PREMISES*, *CITY* reserves the right to control the management thereof, and to enforce all necessary and proper rules for the management and operation of said premises.

4.6 EXHIBITS AND PROPERTY OF LICENSEE. All exhibits shall be removed from the exhibit area of the *LICENSED PREMISES* on or before 11:59 o'clock, PM, on the 31st day of March, 2026. All property of *LICENSEE* shall be removed from the *LICENSED PREMISES* on or before 11:59 o'clock, PM, on the 31st day of March, 2026. In the event that the above stated area is not vacated by *LICENSEE* on the date above named, *CITY* is hereby authorized to remove from said area and to store at the expense of *LICENSEE* all personal property of any and all kinds and description which may then be occupying the *LICENSED PREMISES*. *CITY* shall not be liable for any damages to or loss of such personal property which may be sustained due to such removal or resulting from the place to which it may be removed. *CITY* is hereby expressly released from any and all claims for any damages of whatever kind or nature.

4.7 REMOVAL OF INSTALLATIONS. In the event platforms, staging or other structures are erected by *LICENSEE* or any of the exhibitors in any portion of the building, the expense of such erection and removal shall be paid for by *LICENSEE*.

4.8 ALTERATIONS. *LICENSEE* will not cause or permit any nails or any other things to be driven into any portion of the San Antonio Convention Facilities, nor cause or permit any changes, alterations, repairs, painting or staining of any part of the *LICENSED PREMISES* or furnishing or the equipment thereof, nor do or permit to be done anything which will damage or change the finish or appearance of the San Antonio Convention Facilities or the furnishings thereof. TAPE OR OTHER ADHESIVE MATERIALS MAY NOT BE APPLIED TO WALLS OR OTHER SURFACES OF THE LICENSED PREMISES WITHOUT THE PRIOR APPROVAL OF *DIRECTOR*. ALL PRODUCTS OR BALLOONS THAT COULD RISE TO THE CEILING BECAUSE OF THE PRODUCT'S PHYSICAL PROPERTIES ARE PROHIBITED ALONG WITH DECORATIONS OR ITEMS THAT CREATE A SUBSTANTIAL RISK OF DAMAGE OR EXCESSIVE LITTER. *LICENSEE* will pay the costs of repairing any damages which may be done to the *LICENSED PREMISES* or any of the fixtures, furniture or furnishings thereof by an act of *LICENSEE* or any of *LICENSEE*'S employees or agents or anyone visiting the *LICENSED PREMISES* upon the invitation of *LICENSEE*, including the patrons of the event of *LICENSEE*. *DIRECTOR* shall determine whether any damage has been done, the amount of the damage, the reasonable cost of repairing it, and whether, under the terms of *LICENSE*, *LICENSEE* is to be held responsible.

4.9 SEATING CAPACITY. In no event shall attendance at a meeting, dinner, concert, entertainment, exhibition or other event be in excess of the designated capacity as determined by the City's Fire Marshall.

4.10 AISLES AND ALL ACCESS CLEAR. *LICENSEE* will permit no chairs, movable seats or other obstructions to be or remain in the entrances, exits, or passageways and will keep same clear at all times. No portion of the sidewalk, entries, passage, vestibules, halls, elevators, or access to public utilities of said building shall be obstructed by *LICENSEE* or used for any purpose other than for ingress and egress to and from the *LICENSED PREMISES*.

4.11 RESPONSIBILITY FOR DAMAGE. If said *LICENSED PREMISES*, or any portion of said building, during the term of this *LICENSE* shall be damaged by the act, default or negligence of *LICENSEE*, or of *LICENSEE*'S agent, employees, patrons, guests, or any person admitted to the said *LICENSED PREMISES* by *LICENSEE*, *LICENSEE* will pay to *CITY*, upon demand, such sum as shall be necessary to restore said *LICENSED PREMISES* to its present condition. *LICENSEE* hereby assumes full responsibility for the character, acts and conduct of all persons admitted to said *LICENSED PREMISES*, or to any portion of said building with the consent of *LICENSEE*'s employees or any person acting for or on behalf of *LICENSEE*.

CARPETED AREAS: Specifically, if any carpeted area, not restricted to Ballrooms, Meeting Rooms, Park View, Tower View, and Prefunction areas, is driven over by a motorized vehicle, that area must be protected from damage. In order to prevent damage, the mandatory method of protection is Visqueen or additional clean carpet laid upside down on the area to be driven. No other method will be permitted.

CITY and *LICENSEE*, or their representatives, will conduct an inspection of the *LICENSED PREMISES* prior to move-in and after move-out.

4.12 SECURITY PERSONNEL: San Antonio Police Officers and San Antonio Fire Marshals. *LICENSEE* acknowledges that it shall be responsible for employing peace officers and fire marshals for the Event. *CITY* shall assist *LICENSEE* by making the arrangements for such services, however for purposes of the Fair Labor Standards Act (FLSA), *CITY* and *LICENSEE* shall at all times remain separate and independent employers. *LICENSEE* will make arrangements through the San Antonio Police Department Off-Duty Employment Unit and the San Antonio Fire Department for security and fire personnel services for the Event and enter into any necessary agreements for such services.

Please note that on January 1, 2016, new legislation in the State of Texas allowing for the open carry of handguns on public property by licensed handgun owners became effective. The Henry B. Gonzalez Convention Center is a public facility and the City of San Antonio complies with State law. To discuss security options regarding your licensed space, contact our booking or event management staff.

4.13 LICENSEE'S REPRESENTATIVE. A representative of *LICENSEE* approved by Director or his designee shall remain on the premises during the term hereof and until performers and the public have left the premises.

4.14 RESERVED RIGHTS. *CITY* reserves the sole and exclusive right to sell or serve on, in or about the *LICENSED PREMISES* any alcoholic beverages, soft drinks, food, souvenirs, or other merchandise, or *CITY* may grant all concession rights to any party or parties designated by *CITY*, and no food or beverage, samples or otherwise, may be served or distributed by *LICENSEE* without the prior written consent of *CITY*. *CITY* likewise reserves the right, through its *DIRECTOR*, his designee or *CITY'S* Police Officers, to eject any objectionable persons from said building, and upon the exercise of this authority, *LICENSEE* hereby waives any right and all claims for damages against *CITY*, or any of its agents, officials, or employees. Notwithstanding the foregoing, *CITY* agrees to allow *LICENSEE* or its exhibitors to distribute nominal souvenirs, tokens of attendance and/or gifts directly related to the *LICENSEE*'s event without *CITY*'s prior written consent.

4.15 FUTURE OPERATING TERMS. *CITY* will promptly notify *LICENSEE* of any changes to the documents that will apply to the *LICENSEE*'s event, such as the policies, rules and regulations or Event Services Guide. Any ancillary pricing outlined in the lease documents will be guaranteed to *LICENSEE* at least six (6) months prior to occupancy.

V. INDEMNITY

5.1 LICENSEE COVENANTS AND AGREES TO FULLY INDEMNIFY, DEFEND AND HOLD HARMLESS, CITY AND THE ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS, AND REPRESENTATIVES OF CITY, INDIVIDUALLY OR COLLECTIVELY, FROM AND AGAINST ANY AND ALL COSTS, CLAIMS, LIENS, DAMAGES, LOSSES, EXPENSES, FEES, FINES, PENALTIES, PROCEEDINGS, ACTIONS, DEMANDS, CAUSES OF ACTION, LIABILITY AND SUITS OF ANY KIND AND NATURE, INCLUDING BUT NOT LIMITED TO, BODILY INJURY OR DEATH AND PROPERTY DAMAGE, MADE UPON CITY, DIRECTLY OR INDIRECTLY ARISING OUT OF, RESULTING FROM OR RELATED TO LICENSEE'S ACTIVITIES UNDER THIS LICENSE AGREEMENT, INCLUDING ANY ACTS OR OMISSIONS OF LICENSEE, ANY AGENT, OFFICER, DIRECTOR, REPRESENTATIVE, EMPLOYEE, CONSULTANT OR SUBLICENSEE OF LICENSEE, AND THEIR RESPECTIVE OFFICERS, AGENTS, EMPLOYEES, DIRECTORS AND REPRESENTATIVES WHILE IN THE EXERCISE OF THE RIGHTS OR PERFORMANCE OF THE DUTIES UNDER THIS LICENSE AGREEMENT, ALL WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO CITY UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW. THE PROVISIONS OF THIS INDEMNIFICATION ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY. LICENSEE SHALL PROMPTLY ADVISE CITY IN WRITING OF ANY CLAIM OR DEMAND AGAINST THE CITY OR LICENSEE KNOWN TO LICENSEE RELATED TO OR ARISING OUT OF LICENSEE'S ACTIVITIES UNDER THE LICENSE AGREEMENT AND SHALL SEE TO THE INVESTIGATION AND DEFENSE OF SUCH CLAIM OR DEMAND AT LICENSEE'S COST. CITY SHALL HAVE THE RIGHT, AT ITS OPTION AND AT ITS OWN EXPENSE, TO PARTICIPATE IN SUCH DEFENSE WITHOUT RELIEVING LICENSEE OF ANY OF ITS OBLIGATIONS UNDER THIS PARAGRAPH.

5.2 IT IS THE EXPRESS INTENT OF THE PARTIES TO THIS LICENSE AGREEMENT, THAT THE INDEMNITY PROVIDED FOR IN THIS ARTICLE, IS AN INDEMNITY EXTENDED BY LICENSEE TO INDEMNIFY, PROTECT AND HOLD HARMLESS CITY FROM THE CONSEQUENCES OF CITY'S OWN NEGLIGENCE, PROVIDED, HOWEVER, THAT THE INDEMNITY PROVIDED FOR IN THIS ARTICLE SHALL APPLY ONLY WHEN THE NEGLIGENT ACT OF CITY IS A CONTRIBUTORY CAUSE OF THE RESULTANT INJURY, DEATH OR DAMAGE, AND SHALL HAVE NO APPLICATION WHEN THE NEGLIGENT ACT OF CITY IS THE SOLE CAUSE OF THE RESULTANT INJURY, DEATH OR DAMAGE. LICENSEE FURTHER AGREES TO DEFEND, AT ITS OWN EXPENSE AND ON BEHALF OF CITY AND IN THE NAME OF CITY, ANY CLAIM OR LITIGATION BROUGHT AGAINST CITY AND ITS ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS AND REPRESENTATIVES, IN CONNECTION WITH ANY SUCH INJURY, DEATH OR DAMAGE FOR WHICH THIS INDEMNITY SHALL APPLY AS SET FORTH ABOVE.

Defense Counsel - *CITY* shall have the right to select or to approve defense counsel to be retained by *LICENSEE* in fulfilling its obligation hereunder to defend and indemnify *CITY*, unless such right is expressly waived by *CITY* in writing. *LICENSEE* shall retain *CITY*-approved defense counsel within seven (7) business days of *CITY*'s written notice that *CITY* is invoking its right to indemnification under this Agreement. If *LICENSEE* fails to retain counsel within such time period, *CITY* shall have the right to retain defense counsel on its own behalf, and *LICENSEE* shall be liable for all costs incurred by *CITY*. *CITY* shall also have the right, at its option, to be represented by advisory counsel of its own selection and at its own expense, without waiving the foregoing.

Employee Litigation - In any and all claims against any party indemnified by any employee of *LICENSEE*, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation provided shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for *LICENSEE* or any subcontractor under worker's compensation or other employee benefit acts.

VI. INSURANCE REQUIREMENTS

6.1 No later than 30 days before the scheduled event, *LICENSEE* must provide a completed Certificate(s) of Insurance to *CITY*'s Convention & Sports Facilities Department. The certificate must be:

- clearly labeled with the legal name of the event in the Description of Operations block;
- completed by an agent and signed by a person authorized by the insurer to bind coverage on its behalf (*CITY* will not accept Memorandum of Insurance or Binders as proof of insurance);
- properly endorsed and have the agent's signature, and phone number.

6.2 Certificates may be mailed or sent via email, directly from the insurer's authorized representative. *CITY* shall have no duty to pay or perform under this Agreement until such certificate and endorsements have been received and approved by *CITY*'s Convention & Sports Facilities Department. No officer or employee, other than *CITY*'s Risk Manager, shall have authority to waive this requirement. If *CITY* does not receive copies of insurance endorsement, then by executing this Agreement, *LICENSEE* certifies and represents that its endorsements do not materially alter or diminish the insurance coverage for the Event.

6.3 *CITY*'s Risk Manager reserves the right to modify the insurance coverages, their limits, and deductibles prior to the scheduled event or during the effective period of this Agreement based on changes in statutory law, court decisions, and changes in the insurance market which presents an increased risk exposure.

6.4 *LICENSEE* shall obtain and maintain in full force and effect for the duration of this Agreement, at *LICENSEE*'s sole expense, insurance coverage written on an occurrence basis, by companies authorized and admitted to do business in the State of Texas and with an A.M. Best's rating of no less than A- (VII), in the following types and for an amount not less than the amount listed below. If *LICENSEE* claims to be self-insured, they must provide a copy of their declaration page so *CITY* can review their deductibles:

INSURANCE TYPE	LIMITS
1. Workers' Compensation	Statutory
2. Employers' Liability	\$1,000,000/\$1,000,000/\$1,000,000
3. Commercial General Liability Insurance to include coverage for the following: a. Premises/Operations b. Products/Completed Operations c. Personal/Advertising Injury d. Contractual Liability e. Damage to Rented Premises *f. Damage to property Rented by you *g. Independent Contractors * h. Broad Form Property Damage to include Fire and Legal Liability	For Bodily Injury and Property Damage \$1,000,000 per occurrence; \$2,000,000 general aggregate f.) \$500,000
4. Business Automobile Liability a. Owned/leased vehicles b. Non-owned vehicles c. Hired Vehicles *d. Scheduled Vehicles	Combined Single Limit for Bodily Injury and Property Damage of \$1,000,000 per occurrence.
5. Umbrella or Excess Liability Coverage	\$1,000,000 per occurrence/\$1,000,000 annual aggregate combined limit Bodily Injury (including death) and Property Damage.
*6. Liquor Liability	\$1,000,000 per occurrence, \$2,000,000 general aggregate
*If Applicable	

6.5 *LICENSEE* must require, by written contract, that all subcontractors providing goods or services under this Agreement obtain the same insurance coverages required of *LICENSEE* and provide a certificate of insurance and endorsement that names

LICENSEE and *CITY* as additional insureds. *LICENSEE* shall provide *CITY* with subcontractor certificates and endorsements before the subcontractor starts work.

6.6 If a loss results in litigation, then *CITY* is entitled, upon request and without expense to *CITY*, to receive copies of the policies, declaration page and all endorsements. *LICENSEE* must comply with such requests within 10 days by submitting the requested insurance documents to *CITY* at the following address:

City of San Antonio
Convention & Sports Facilities Department
P.O. Box 1809
San Antonio, Texas 78296

6.7 *LICENSEE*'s insurance policies must contain or be endorsed to contain the following provisions:

- Name *CITY* and its officers, officials, employees, volunteers, and elected representatives as additional insureds by endorsement, as respects operations and activities of, or on behalf of, the named insured performed under contract with *CITY*. The endorsement requirement is not applicable for workers' compensation and professional liability policies.
- Endorsement that the "other insurance" clause shall not apply to *CITY* where *CITY* is an additional insured shown on the policy. *CITY*'s insurance is not applicable in the event of a claim.
- *LICENSEE* shall submit a waiver of subrogation to include, workers' compensation, employers' liability, general liability and auto liability policies in favor of *CITY*; and
- Provide 30 days advance written notice directly to *CITY* of any suspension, cancellation, non-renewal or materials change in coverage, and not less than ten (10) calendar days advance written notice for nonpayment of premium.

6.8 Within five (5) calendar days of a suspension, cancellation, material change in coverage, or non-renewal of coverage, *LICENSEE* shall provide a replacement Certificate of Insurance and applicable endorsements to *CITY*. *CITY* shall have the option to suspend *LICENSEE*'s Event should there be a lapse in coverage at any time during this Agreement. Failure to provide and to maintain the required insurance shall constitute a material breach of this Agreement.

6.9 In addition to any other remedies *CITY* may have upon *LICENSEE*'s failure to provide and maintain any insurance or policy endorsements to the extent and within the time required, *CITY* may order *LICENSEE* to stop work and/or withhold any payment(s) which become due to *LICENSEE* under this Agreement until *LICENSEE* demonstrates compliance with requirements.

6.10 Nothing contained in this Agreement shall be construed as limiting the extent to which *LICENSEE* may be held responsible for payments of damages to persons or property resulting from *LICENSEE*'s or its subcontractors' performance of the work covered under this Agreement.

6.11 *LICENSEE*'s insurance shall be deemed primary and non-contributory with respect to any insurance or self-insurance carried by *CITY* for liability arising out of operations under this Agreement.

6.12 The insurance required is in addition to and separate from any other obligation contained in this Agreement and no claim or action by or on behalf of *CITY* shall be limited to insurance coverage provided.

6.13 *LICENSEE* and any subcontractor are responsible for all damage to their own equipment and/or property result from their own negligence.

VII. COPYRIGHT INDEMNIFICATION

7.1 *LICENSEE AGREES TO ASSUME FULL RESPONSIBILITY FOR COMPLYING WITH THE FEDERAL COPYRIGHT LAW OF 1978 (17 U.S.C. 101, ET SEQ., as amended,) AND ANY REGULATIONS ISSUED THEREAFTER INCLUDING, BUT NOT LIMITED TO, THE ASSUMPTION OF ANY AND ALL RESPONSIBILITIES FOR PAYING ROYALTIES WHICH ARE DUE FOR THE USE OF COPYRIGHTED WORKS IN LICENSEE'S PERFORMANCES OR EXHIBITIONS TO THE COPYRIGHT OWNER, OR REPRESENTATIVES OF SAID COPYRIGHT OWNER, AND LICENSEE AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS CITY, ITS OFFICERS, EMPLOYEES AND AGENTS, FOR ANY CLAIMS, LOSSES, EXPENSES OR DAMAGES GROWING OUT OF LICENSEE'S INFRINGEMENT OR VIOLATION OF THE COPYRIGHT LAW AND/OR REGULATIONS.*

VIII. LAW OBSERVANCE/TAXES

8.1 *LICENSEE* shall not do, nor suffer to be done, anything on the *LICENSED PREMISES*, during the term of this *LICENSE*, in violation of the laws of the United States or the State of Texas. Further, *LICENSEE* shall obey all rules and regulations of *CITY* for the government and management of the San Antonio Convention Facilities, together with all rules and requirements of the police and fire

departments of *CITY*. *LICENSEE* agrees that every employee, contractor, agent or invitee of *LICENSEE* shall abide by, conform to and comply with all and any such rules, laws, and ordinances. If the attention of said *LICENSEE* is called to such violations, *LICENSEE* will immediately desist from and correct such violations or *CITY* may immediately terminate this Agreement without providing further opportunity to cure and *LICENSEE* forfeits all amounts paid and *CITY* shall not be liable to *LICENSEE* for such termination.

8.2 *CITY* shall notify *LICENSEE* of the status of applicable COVID-19 restrictions and all applicable related *CITY* rules, regulations and policies applicable to the *LICENSED PREMISES* in effect at the time of the Event, two weeks prior to the Event and such policies and regulations shall be incorporated into this Agreement by reference, as if set forth in full.

8.3 *LICENSEE* is responsible for ensuring Event invitees, including employees, contractors, agents or invitees of *LICENSEE*, follow all applicable COVID-19 restrictions and all applicable related *CITY* rules, regulations and policies applicable to the *LICENSED PREMISES* in effect at the time of the Event. In the event such applicable COVID-19 restrictions and all applicable related *CITY* rules, regulations and policies are not followed, *LICENSEE* shall be responsible for any necessary cleaning costs caused by such failure.

8.4 If actual sales are made on the *LICENSED PREMISES*, *LICENSEE* must inform each seller of the applicable sales tax. This rate is subject to change and *LICENSEE* must check with the Local State Comptroller's Office (1-800-252-5555 or www.cpa.state.tx.us/taxinfo/sales) prior to show date to ascertain the current rate. Additionally, *LICENSEE* is responsible for ensuring that each seller possesses a sales permit number prior to the start of the show.

IX. ATTORNEY'S FEES

9.1 If either Party is required to file suit to collect any amount owed it under this *LICENSE* for the use of the *LICENSED PREMISES*, the prevailing party shall be entitled to seek reasonable attorney's fees.

X. PERFORMANCE QUALITY

10.1 *LICENSEE* hereby agrees that no activity, performance, exhibition or entertainment (*attraction*) shall be given or held or take place in the *LICENSED PREMISES* herein described which is potentially dangerous to the public or which is illegal, indecent, obscene, lewd, or immoral, and should any exhibition or performance or any part thereof be deemed by *DIRECTOR* to be dangerous, illegal, indecent, obscene, lewd, immoral or in any manner offensive to persons of ordinary sensibilities, then said *DIRECTOR* shall have the right to demand of *LICENSEE* that *LICENSEE* immediately, upon receipt of such notice, make such changes.

XI. ABANDONED ITEMS

11.1 *CITY* shall have the sole right to collect and have custody of articles left in the building by persons attending any performance, exhibition, or entertainment given or held on the *LICENSED PREMISES*. *LICENSEE* agrees to hold *CITY* harmless for dispensing of said articles not claimed within 24 hours after the end of the event.

XII. TERMS USED

12.1 It is understood that whenever this *LICENSE* authorizes or requires *CITY* to take any action, it may be done by *DIRECTOR*, her designee or by other persons designated by the *CITY MANAGER*.

XIII. CANCELLATION BY CITY

13.1 Violation by *LICENSEE* of any material covenant, agreement or condition contained herein shall be cause for termination by *CITY*. In such a case, *LICENSEE* forfeits any payment already made, and is entitled to a refund only if the canceled space is re-booked to another party. In addition, *CITY* may likewise terminate this *LICENSE* if the *LICENSEE* should, prior to the date of occupancy thereunder, violate any material covenant, agreement, or condition in any other agreement which the *LICENSEE* might have for use of the Convention Facilities or should a court having jurisdiction over *LICENSEE* take its assets pursuant to proceedings under the provisions of any Federal or State reorganization code or act. Written notice of such cancellation will be given to the *LICENSEE* by *DIRECTOR*. *LICENSEE* waives any and all claims for damages against *CITY* resulting from such cancellation.

13.2 *CITY* shall notify *LICENSEE* of any breach in writing, specifying the nature of the breach and providing for a reasonable time to cure such breach. Should *LICENSEE* fail to cure such breach in a reasonable time, *CITY* may cancel this Agreement.

XIV. NO WAIVER

14.1 No waiver by *CITY* of any default or breach of any covenant, condition, or stipulation herein contained shall be treated as a waiver of any subsequent default or breach of the same or any other covenant, condition, or stipulation hereof.

XV. IMPOSSIBILITY OF PERFORMANCE

15.1 **Force Majeure.** If the (a) San Antonio Convention Facilities or any portion thereof be destroyed or damaged by fire or other calamity so as to prevent the use of the *LICENSED PREMISES* for the purposes and during the Event period specified in this *LICENSE*, or (b) if the performance of this *LICENSE* is prevented, in part or in full, during the Event period specified in this *LICENSE*, preventing at least 55% of the projected participants from attending due to an act of God, civil strike (except for strikes involving *CITY*'s own employees), terrorism, lockout, material or labor shortage, binding order by any governmental authority affecting *CITY*, the *LICENSED PREMISES* or travel by *LICENSEE*, the requisition of the *LICENSED PREMISES* by a federal, state, or local governmental unit or agency, civil riot, flood, curtailment or delay in transportation facilities, or (c) any other cause beyond the control of the Parties making it illegal or impossible to provide the facility or hold the meeting, then this *LICENSE* shall terminate. In such an event, neither party shall be liable or responsible to the other party for any damages caused by such termination and *LICENSEE* waives any claim against *CITY* for damages by reason of such termination, except that any unearned portion of the rent due shall abate, or, if previously paid, shall be refunded by *CITY* to *LICENSEE*. If such termination occurs after the *LICENSE* period begins, the rental amount due shall be reduced proportionally (elapsed *LICENSE* period/total *LICENSE* period under this *LICENSE*). *LICENSEE* shall be liable for all expenses incurred by *CITY* prior to termination.

15.2 Further, *CITY* reserves the right to relocate *LICENSEE*, upon Licensee's consent, to an alternate space within the Convention Facilities which is suitable for the use of *LICENSEE* should such relocation become necessary. In the event of such relocation, this agreement shall continue in full force and effect with the new location substituted for the old location. *CITY* shall use its best efforts to avoid any unnecessary inconvenience to *LICENSEE*.

XVI. SEVERABILITY

16.1 In case any one or more of the provisions contained in this *LICENSE* shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this *LICENSE* shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.

XVII. NOTICES

17.1 Any notices required or appropriate under this *LICENSE* shall be given in writing to *LICENSEE* at the address shown below, and to City, c/o Director of Convention & Sports Facilities, P.O. Box 1809, San Antonio, Texas, 78296.

XVIII. HEADINGS

18.1 The paragraph headings contained herein are for convenience of reference and are not intended to define, extend, or limit any provisions of this *LICENSE*.

XIX. NO ASSIGNMENT

19.1 This *LICENSE* is personal to *LICENSEE*. It is nonassignable and any attempt to assign this *LICENSE* will terminate all rights and privileges herein granted.

XX. TEXAS LAW TO APPLY

20.1 This Agreement will be interpreted according to the Constitution and laws of the State of Texas. Venue of any court action brought directly or indirectly by reason of this *LICENSE* shall be in Bexar County, Texas. This *LICENSE* is made and is to be performed in Bexar County, Texas, and is governed by the laws of the State of Texas.

XXI. ENTIRE AGREEMENT

21.1 This *LICENSE* and addendum contain the final and entire agreement between the parties hereto and contains all of the terms and conditions agreed upon, and supersedes all other agreements, oral or otherwise, regarding the subject matter of this *LICENSE*, none of which shall hereafter be deemed to exist or to bind the parties hereto; it being the intent of the parties that neither shall be bound by any term, condition, or representation not herein written or contained in Addendum(s) I, I-A, I-B, II, III, and information sheet.

XXII. AUTHORIZED AGENT

22.1 The signer of this *LICENSE* for *LICENSEE* hereby represents that he or she has full authority to execute this *LICENSE* on behalf of *LICENSEE*.

XXIII. ASSISTED LISTENING DEVICES

23.1 The San Antonio Convention Facilities makes available, at no cost to *LICENSEE*, a TELFEX F/M Assistive Listening System, consisting of a transmitter and wireless receivers for use during events. The system is made available in compliance with Title II (State & Local Government) of the Americans with Disabilities Act (ADA).

LICENSEE, in compliance with the provisions of Title III of the ADA (Public Accommodations) and policies of the Department of Convention Facilities is required to:

- (1) Utilize the provided system or supply one of its own;
- (2) Advertise the availability of the assistive listening devices through the use of on-site signs, event programs, brochures and/or distributed promotional materials;
- (3) Maintain an audio feed to the system;
- (4) Administer the system through responsible distribution, collection, and return of the wireless transmitters, and;
- (5) Supply staff to administer the system, receive the headsets and assure proper return of the equipment to the facilities.

Arrangements for the use of the system can be made through the Technical System Supervisor, or his designee, at 210.207.6301, in advance of the dates requested.

LICENSEE is responsible for the proper storage, collection and prompt return of the loaned devices to the facilities at the end of the event and will be charged for any damage, loss or theft of the system or associated equipment.

23.2 Henry B. Gonzalez Convention Center falls under Title II (State & Local Government) American with Disabilities Act (ADA) and is maintained and operated with regard to the requirements of the Act.

XXIV. RECYCLING PROGRAMS

24.1 The Convention & Sports Facilities Department has an extensive recycling program as well as food bank donation program. LICENSEE is encouraged to utilize the recycling services available.

(1) The facility recycles office paper, aluminum cans, plastic, glass, cardboard, polyurethane foam, scrap metal, and pallets. Recycling containers for cans and paper are available throughout the facility.

(2) All foods prepared for LICENSEE in excess will be donated to the local food bank by the exclusive catering service of the Convention Facilities.

XXV. TICKETING

25.1 In the event that tickets are sold to the public for the event described in this LICENSE, arrangements for tickets will be made through Ticketmaster (more fully described in Addendum II attached hereto and made a part of this LICENSE).

PAYMENT RECORD & SIGNATURES

INITIAL DEPOSIT: \$ _____

DATE: _____

RECEIPT NO.: _____

FINAL DEPOSIT: \$ _____

DATE: _____

RECEIPT NO.: _____

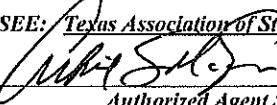
FINAL PAYMENT: \$ _____

DATE: _____

RECEIPT NO.: _____

OTHER PAYMENTS:

LICENSEE: Texas Association of Student Councils

BY: 
John S. S.
Authorized Agent Signature

EXECUTED THIS DAY: 04-18-24

CITY OF SAN ANTONIO

BY: _____
Director, Convention & Sports Facilities

EXECUTED THIS DAY: _____

RETURN AGREEMENT TO:	San Antonio Convention Facilities 900 E. Market Administrative Offices San Antonio, Texas 78205 Phone: 210.207.8500	OR	San Antonio Convention Facilities P. O. Box 1809 San Antonio, Texas 78296
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Texas Association of Student Councils

SPACE ADDENDUM I TO CONTRACT# 60758, FILE# T-126

For

2026 TASC High School Annual Conference

MAR 27 - MAR 31, 2026

Event: 60758

DAY, DATE	SPACE	USAGE	TIME	RATE	\$ PER DAY
Friday, March 27	Exhibit Hall 1	Move In	06:00 AM - 11:59 PM	Gen Session Move In/Out Rates	\$4,245.00
	Hall 1 Registration *common area	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Exhibit Hall 2	Move In	06:00 AM - 11:59 PM	Free Move In/Move Out	\$0.00
Saturday, March 28	Hall 2 Registration *common area	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Exhibit Hall 1	Move In	06:00 AM - 11:59 PM	Gen Session Move In/Out Rates	\$4,245.00
	Hall 1 Registration *common area	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 221	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 222	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 223	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 224	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 225	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Exhibit Hall 2	Move In	06:00 AM - 11:59 PM	Move In/Move Out Rates	\$7,175.00
	Hall 2 Registration *common area	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
Sunday, March 29	Room 301	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 302	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 303	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 304	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 305	Move In	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Exhibit Hall 1	Event	06:00 AM - 11:59 PM	General Session Rate	\$8,490.00
	Hall 1 Registration *common area	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 221	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 222	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 223	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
Monday, March 30	Room 224	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 225	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Exhibit Hall 2	Event	06:00 AM - 11:59 PM	\$0.26 pnsf	\$14,350.00 min. charge
				*: max space charge: \$23,920.00	
	Hall 2 Registration *common area	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 301	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 302	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 303	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 304	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 305	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Stars at Night Ballroom	Move In	06:00 AM - 11:59 PM	Move In/Move Out Rates	\$5,200.00
	Exhibit Hall 1	Event	06:00 AM - 11:59 PM	General Session Rate	\$8,490.00
	Hall 1 Registration *common area	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 221	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 222	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 223	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 224	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 225	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Exhibit Hall 2	Event	06:00 AM - 11:59 PM	\$0.26 pnsf	\$14,350.00 min. charge
				*: max space charge: \$23,920.00	
	Hall 2 Registration *common area	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 301	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 302	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 303	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 304	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00

Texas Association of Student Councils
SPACE ADDENDUM I TO CONTRACT# 60758, FILE# T-126
For
2026 TASC High School Annual Conference
MAR 27 - MAR 31, 2026

Event: 60758

DAY, DATE	SPACE	USAGE	TIME	RATE	\$ PER DAY
Monday, March 30	Room 305	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Stars at Night Ballroom	Event	06:00 AM - 11:59 PM	Flat/Daily Rate	\$10,395.00
Tuesday, March 31	Exhibit Hall 1	Event	06:00 AM - 11:59 PM	General Session Rate	\$8,490.00
	Hall 1 Registration *common area	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 221	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 222	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 223	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 224	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 225	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Exhibit Hall 2	Event	06:00 AM - 11:59 PM	\$0.26 pnsf *: max space charge: \$23,920.00	\$14,350.00 <i>min. charge</i>
	Hall 2 Registration *common area	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 301	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 302	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 303	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 304	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
	Room 305	Event	06:00 AM - 11:59 PM	Package - No Charge Rate	\$0.00
				Estimated Minimum Total	99,780.00
				VSA Concession	-\$28,000.00
				<i>\$10 per actualized room night, credit to room rental not to exceed \$28,000.00. Group must meet a minimum of 70% cumulative room block pickup.</i>	
				ESTIMATED MINIMUM SPACE RENTAL TOTAL	\$71,780.00

**** To be paid as follows: \$17,945.00 upon execution of the contract and the balance due in accordance with Addendum I-A.****

- THIS SPACE ADDENDUM IS CALCULATED UTILIZING "PACKAGE RATE." IN THE EVENT EXHIBIT SPACE IS RELEASED, MEETING ROOMS QUOTED "NO CHARGE." WILL INCUR A DAILY RENTAL FEE.
- PLEASE SEE ATTACHED INSTRUCTION SHEET FOR ANY SPECIAL INSTRUCTIONS PERTAINING TO YOUR EVENT WHICH ARE INCORPORATED INTO THIS CONTRACTUAL INSTRUMENT.

I HAVE READ, UNDERSTAND AND ACKNOWLEDGE THE ABOVE LISTED DAY BY DAY SPACE FOR RESERVATION. ANY CHANGES, ADDITIONS OR DELETIONS, PLEASE CONTACT: YVETTE VAN EMMERIK @ (210) 207-8563

Signature



Date

04-18-24



CITY OF SAN ANTONIO CONVENTION & SPORTS FACILITIES

TEXAS ASSOCIATION OF STUDENT COUNCILS
CONVENTION CENTER DEPOSIT SCHEDULE
ADDENDUM I-A, TO CONTRACT#60758, FILE# T-126
FOR
2026 TASC HIGH SCHOOL ANNUAL CONFERENCE
03/27/26 - 03/31/26

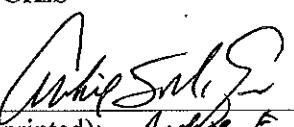
Estimated Space Rental Total \$99,780.00

- \$28,000.00 Anticipated Visit San Antonio Concession
- \$71,780.00 Estimated Space Rental Balance to be paid as follows:
 - \$17,945.00 to be paid May 11, 2024
 - \$17,945.00 to be paid September 27, 2024
 - \$17,945.00 to be paid March 27, 2025
 - \$17,945.00 to be paid September 27, 2025

Failure to adhere to deposit schedule may result in cancellation of event by facility. If the event cancels, client forfeits all deposits paid to date of cancellation unless facility is able to re-sell space reserved.

I have read, understand and acknowledge the above.

LICENSEE:
TEXAS ASSOCIATION OF STUDENT
COUNCILS

By: 
Name (printed): Andrea E. McAfee
Title: Ex. Director
Date: 09-18-24

OWNER:
CITY OF SAN ANTONIO

By: _____
Name (printed): _____
Title: _____
Date: _____



TEXAS ASSOCIATION OF STUDENT COUNCILS
CONVENTION CENTER RENTAL DISCOUNT
ADDENDUM I-B, TO CONTRACT# 60758, FILE# T-126
FOR
2026 TASC HIGH SCHOOL ANNUAL CONFERENCE
03/27/26 - 03/31/26

All figures below are based on current rental of \$99,780.00

Visit San Antonio agrees to the following discount:

- ❖ \$10 Per actualized room night
- ❖ Credit to room rental not to exceed \$28,000.00
- ❖ Group must meet a minimum of 70% cumulative room block pickup

Any space additions after contracting will not be eligible for discount.

LICENSEE:

TEXAS ASSOCIATION OF STUDENT
COUNCILS

By: Andie E. McAlpin

Name (printed): Andie E. McAlpin

Title: Ex. Director

Date: 04-18-24

OWNER:

CITY OF SAN ANTONIO

By: _____

Name (printed): _____

Title: _____

Date: _____



CITY OF SAN ANTONIO
CONVENTION & SPORTS FACILITIES

ADDENDUM II – CLASS III
HENRY B. GONZÁLEZ CONVENTION CENTER
& LILA COCKRELL THEATRE

I. RENTAL PERIOD – ADDITIONAL FEES:

- A. A rental "day" is defined as 6:00am to 11:59pm.
- B. If the time period for the event goes past 11:59pm, the rental rate is an additional \$400.00 per hour or any portion of an hour. In the event that move-in or move-out occurs between 12:00 midnight and 6:00am, the rental is an additional \$400.00 per hour or any portion of an hour.

II. RENTAL OF MEETING ROOMS AND BALLROOMS:

A. Included In Your Rental

1. Rental includes one set-up per day (theatre, classroom, banquet seating or conference style). Set up includes chairs, 8'x15" classroom tables, 6'x30" & 8'x30" rectangular tables (for head tables and handouts), 66" round tables, and one lectern.
2. Any change to the original set up is a mid-day change, and will result in additional fees. Mid-day changes result in a charge equivalent to the rental cost for all equipment in the resulting set up. For more details, please contact your Events Services Coordinator.
3. Rental includes a maximum of four (4) risers to be used for head table. Additional risers are available at current rental rates. Refer to Section IX Equipment Rental, Services & Labor Rate Schedule.
4. Table skirting for head tables, registration tables, and classroom tables is included upon availability of materials. All tables have Formica or aluminum tops.
5. Rental of meeting rooms and ballrooms for the purpose of exhibits or displays does not include the set-up or use of any Convention Center equipment, other than tables and chairs needed for food service. Refer to Section IX Equipment Rental, Services & Labor Rate Schedule.
6. Rental does not include audio equipment. Refer to Section VII for information on preferred A/V provider.
7. Rental includes normal A/C or heating, excluding move-in and move-out times. A/C or heating is at an additional fee during move-in and move-out times. Refer to Section IX Equipment Rental, Services & Labor Rate Schedule.
8. Water pitchers are provided for head tables and conference-style room set-ups only. Contact The RK Culinary Group for all other water services.

B. General Policies

1. Normal housekeeping services are provided excluding the property of others.
2. When meeting rooms or ballrooms are utilized for the purpose of exhibits or displays, a clean-up fee may be assessed if excessive trash removal or floor clean-up is warranted:
 - a. Meeting Rooms \$75.00 - 250.00
 - b. Hemisfair Ballroom (C1-C3) \$500.00 combined
 - c. Hemisfair Ballroom1-C2-C3 \$200.00 per section
 - d. Stars at Night Ballroom \$700.00 combined
 - e. Stars at Night Ballroom \$300.00 per section
3. Carpeted Areas: If any carpet is driven over by a motorized vehicle, that area must be protected from damage. The mandatory method of protection is additional clean carpet laid upside down on the area to be driven upon. Masonite or Visqueen are acceptable options. No other method will be permitted.
4. Rigging or hanging from the ceilings is prohibited in all meeting rooms and ballrooms (excluding Hemisfair Ballroom and Stars at Night Ballroom), except as allowed by the exclusive rigging contractor.

5. Tape, adhesive products of any kind or puncturing items such as staples, tacks and nails may not be attached to any walls, doors or glass within the facility.

III. RENTAL OF EXHIBIT HALLS:

A. Included In Your Rental

1. Rental does not include the set-up or use of any Convention Center equipment unless exhibit space is utilized for general sessions. Tables & chairs for food service areas inside the exhibit space are provided at no charge. Refer to Section IX Equipment Rental, Services & Labor Rate Schedule.
2. Rental does not include audio equipment. Refer to Section VII for information on preferred A/V provider.
3. Rental includes normal A/C or heating, excluding move-in and move-out times. A/C or heating is at an additional fee during move-in and move-out times. Refer to Section IX Equipment Rental, Services & Labor Rate Schedule.

B. General Policies

1. Normal housekeeping services are provided excluding the property of others.
2. Exhibit hall clean-up is provided as part of your rental agreement. However, an excessive clean-up fee may be assessed if warranted:
 - a. Exhibit Halls 1-2-3-4 \$700.00 full-hall / \$500.00 half-hall
 - b. Exhibit Halls 4A-4B \$400.00
 - c. Bridge Hall \$250.00

IV. PUBLIC ACCESS SPACES:

The Henry B. Gonzalez Convention Center is a public facility and is open to the public. Public Space and Public Licensed Space (defined below) must remain open for safety purposes and public access to other public areas and facilities in and around the facility.

Public Space and Public Licensed Space adjacent to client's Licensed Premises may be used for directional signage, registration tables, information kiosks, or limited casual seating upon approval by the Event Services Manager. Existing signage, artwork, furnishings or in-house advertising displays may not be covered, moved, or altered.

Licensed Space – Space that is rented by the Licensee as "Licensed Premises" in the Short Term License Agreement where the public is restricted and can only be accessed by event attendees. This definition includes, but is not limited to, exhibit halls, ballrooms, meeting rooms, the LDR, the Boardroom, the Lila Cockrell Theatre, and Bridge Hall if included in the Licensee's Space Addendum.

Public Space – All areas that are not "Licensed" are available for public access at all times, such as the Main Lobby, West Lobby, Theatre Foyer, Hall of Statues, and all other hallways. The outdoor Theatre Plaza is a public area shared with the adjacent hotel; approved ground-supported entrance units may be installed at the entrance portals only if client has the east side of the Convention Center contracted.

Public Licensed Space – Any space that is open to the public, but can be licensed under certain circumstances and limitations including, but not limited to, Tower View, Park View, Merida Plaza, patios and terraces, and the Grotto.

V. RENTAL OF LILA COCKRELL THEATRE:**A. Included In Your Rental**

1. Rental includes twelve 8'x30" or 6'x30" tables, and 24 chairs. Additional equipment will be charged at current rates. Refer to Section IX Equipment Rental, Services & Labor Rate Schedule.
2. Normal housekeeping services are provided, excluding the property of others. Additional clean up fees may result from the use of production-related or decorative items in the seating area including, but not limited to streamers or confetti (if approved), brochures, other pre-set items, etc.
3. Rental **does not** include stage-hands, house technicians, soundboard operators, spotlight operators, security (Off Duty PD), ushers, ticket takers or other needed personnel. Licensee must make necessary arrangements to employ such staff, as approved by the Convention Center General Manager or his designee.
4. **Audio:** Use of the **Basic Sound System**, inclusive of three (3) wired microphones is included in the Theatre rental. For additional A/V needs, refer to Section VII for information on preferred A/V provider.
5. Use of an **Enhanced Sound System** is available for those who place a premium on sound. Refer to the Equipment Rental, Services & Labor Rate Schedule for costs and details of the upgraded system. For more technical details pertaining to the audio systems, contact the Stage Manager at 210-207-6301.
6. **Lighting:** House lights and 20 additional lights (with the exception of spot lights) are included in the Theatre rental. Color gels and filters are not included and must be rented from an outside source. For technical details pertaining to the lighting systems in the Lila Cockrell Theater, contact the Stage Manager at 210-207-6301.
7. Rental includes normal air conditioning (A/C) or heating during event hours, inclusive of appropriate pre-cooling / heating time. Upon request, A/C or heating is available during move-in, move-out and rehearsal times for an additional fee. Refer to Section IX Equipment Rental, Services & Labor Rate Schedule.

B. General Policies

1. The location of the Lila Cockrell Theatre is at the main access point into the Henry B. Gonzalez Convention Center on the West Bank. Attendees, displays and all theatre related events must be contained to the lobby area and in no way block or obstruct the main concourse entry. Security personnel may be required to ensure such action, or the Convention Center General Manager may order such personnel at the licensee's expense. The main concourse area is classified as public access area and may not be used for registration, practice, rehearsals, dining, or a congregation area by the theatre users.
2. Food & beverages are not permitted within the main house seating area of the theater. Licensee will incur an additional clean-up fee of \$300.00-\$500.00 if food or beverages are taken into the main house; clean-up fee also applies to all types of glitter, confetti, and adhesive stickers.
3. The Green Room is to be held exclusively for main performers. Production offices and crews are prohibited. If damages or loss occur to the room, Licensee will be responsible.
4. A Convention Center house technician must be on duty during all hours of an event when the theatre's sound or lighting systems or other related house equipment is in use. House technicians may be required prior to and after your event hours in order to set up, test, monitor and strike any facility systems or equipment.
5. House audio technicians are provided Monday – Saturday during normal business hours (8:00 AM to 6:00 PM) at no charge to Licensee. Beyond that, the Licensee is responsible for arranging for the house technician(s) after 6:00 pm, Monday – Saturday and for Sunday's and City-recognized holidays by calling the Stage Manager at 210-207-6301 or your assigned Event Services Coordinator. The cost for a house technician will be reflected on the final invoice to Licensee. Refer to Section IX. Equipment Rental, Services & Labor Rate Schedule.
6. There is an \$1,500.00 charge to remove or raise the **Orchestra Pit Filler**. The orchestra pit filler requires one full day to raise or remove, and one full day to restore. Requests to raise or remove must be received two (2) weeks in advance of event date, and are subject to availability of both time and labor. Requests to adjust pit filler within 72 hours of event move-in or start time will incur a 50% upcharge of \$750.00.
7. To remove the back seating area and install the portable A/V riser platform, a \$200.00 charge will be assessed.

C. Theatre Event Security & Event Staffing

1. The San Antonio Police Department (SAPD), through its Off-Duty Employment Unit (ODEU), has an exclusive contract with the City of San Antonio to provide all event security services in all City operated public assembly facilities. As a result, it is necessary to distinguish between those event security activities (exclusive to the SAPD) and other event staffing related activities. The following definitions are intended to clarify this issue. For additional clarification or questions, please contact your Event Services Coordinator or the Facilities Security Manager.
2. **Definitions:**
 - a. **Event Security:** The SAPD-ODEU is the exclusive provider of all "Event Security" services for the San Antonio Convention Center. These exclusive event security services include the following:
 - **Over Night Security** - *Any overnight post required for general exhibit hall rovers, booth specific, meeting rooms, and ballrooms, loading docks or exterior.*
 - **Alcohol Control** - *Any event function at which alcohol is being served must be staffed by an Off Duty Police officer. The ODEU will determine the number of officers required based on the expected attendance and location of the function.*
 - **Traffic Control** - *Loading Docks for move in and move out and Shuttle Bus staging.*
 - **Armed Security**
 - **Rovers**
 - b. **Event Staffing:** Other event staffing related services, those services not included within the exclusivity of the ODEU are termed "Event Staffing" services. These services include the following:
 - **Badge Checkers**
 - **Door Monitors**
 - **Ushers**
 - **Ticket Takers**
 - **Meeting Room Monitors**
3. If event is open to the public, ushering services are required. The *minimum* staffing levels are as follows. Please contact your Event Services Coordinator for more details.

▪ Lower Level Events -	6 Ushering Staff	+	Off Duty Police Officers as required
▪ Full Theater Events -	14 Ushering Staff	+	Off Duty Police Officers as required
4. The Convention Center General Manager, his designee (Facilities Security Manager, Event Services Manager) or SAPD-ODEU representative may modify event security requirements at any time in accordance with facility policies and / or recommendations from the federal Office of Homeland Security.
5. **Fire Inspectors:**
 - a. The Uniform Fire Code Article 403.1 specifies that when, in the opinion of the fire code official, it is essential for public safety in a place of assembly or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition display, contest or activity, the owner, agent or lessee shall provide one or more fire watch personnel, as required and approved, to remain on duty during the times such places are open to the public, or when such activity is being conducted.
 - b. Typically, the Fire Inspector(s) will be assigned approximately 30 minutes prior to opening of the doors to the Theater (glass doors). Fire Inspectors will be scheduled for a minimum 3-hour shift.
 - c. Customers are responsible for contacting the San Antonio Fire Department's Special Events Coordinator's Office at (210) 207-3695 for billing information and current rates. Licensee will be billed directly by the Fire Department at current rates.
6. **EVENT SECURITY / EVENT STAFFING:** *(Refer to Addendum III for details)*

VI. EXCLUSIVE SERVICES:**A. Business Center Services –****The UPS Store / 210-258-8950**

Exclusive business center services include, but are not limited to, word processing, copying, parcel shipping (excluding exhibitor/event materials that are sometimes shipped by the decorator), and the selling of assorted office supplies. Any on-floor sales of these services are considered exclusive.

B. Catering –**The RK Culinary Group / 210-225-4535**

Food and Beverage catered functions are to be arranged through the exclusive caterer. Any exhibitor wishing to provide food or beverage (including alcohol) items, must receive prior authorization from the Convention Center General Manager and the Exclusive Caterer.

C. Concessions / Novelties –**The RK Culinary Group / 210-225-4535**

This exclusive concessionaire reserves the right to open concession/novelty stands for Class I events (all public events). For Class II and Class III events, concessions/novelties will be opened at the request of the LICENSEE. The Convention Center General Manager will exercise the right to determine when alcoholic beverages will not be sold at public events. Exceptions to the sale of alcoholic beverages at public events include specific circumstances of public safety; religious and/or age groups will be reviewed on an individual event basis.

D. Event Security –**San Antonio Police Dept / 210-207-7020**

The San Antonio Police Department (SAPD) Off-Duty Employment Unit (ODEU) is the exclusive provider of all "Event Security" services for the San Antonio Convention Center, including move-in and move-out monitoring; over night customer required security within the facility, events serving alcohol; and vehicular traffic related services, i.e. shuttle service. Although the San Antonio Convention Center has established suggested minimum event security and event staffing levels, the SAPD ODEU coordinator has the final authority to determine the required "Event Security" staffing level for each event. Security is at the expense of the Licensee. Customers may hire an event staffing company to perform non-security related functions, i.e. badge checkers, ticket takers, door monitoring. (Refer to Addendum III for details.)

E. Telecommunication Services/Connections –**Smart City Networks / 210-258-8900**

Telephone, Internet and data networking services are provided by an exclusive contractor.

F. Utilities (Electrical, Industrial Air, Industrial Water) –**Edlen Electric / 210-662-9450**

E-mail: sanantonio@edlen.com
Web Site: www.edlen.com

Event Electrical Services by Freeman, Inc. / 210-227-0341

E-mail: freemansanantonio@freemanco.com
Web Site: www.freemanco.com

Arrangements for connection to all electrical, industrial air, and water must be made through one of the approved exclusive utilities services contractors.

G. Rigging Services –**Encore Global AV / 210-308-0182**

All rigging services in the Convention Center are provided by the exclusive contractor.

H. Fire Inspector –**Special Events Office / 210-207-3695**

The San Antonio Fire Department Special Events Office is the exclusive provider of all Fire Inspector services. These services include but are not limited to review of submitted floor plans, vehicle inspections, food booth inspection, hazing, pyrotechnic displays and on-site inspections. The San Antonio Fire Department has final authority on all Fire Code related issues and occupancy levels. The SAFD Special Events Office has final authority to determine the required staffing level for each event.

Services provided include:

On-Site Inspector (2 Hour Minimum)	Hourly fee required
Food Booth Inspection	Fee Required
Vehicle Check	Fee Required
Hazing / Pyrotechnic Display	Fee Required
Assembly	Fee Required
Floor Plan review	Fee Required
On-Site Inspection	
Other Services	

– Contact the Special Events Office at (210) 207-3695 for current rates.

Exhibit approvals will require a final walk-through by the Fire Marshal prior to event opening. Walk-through conducted after normal work schedule, weekends or holidays will be at the expense of clients unless instructed otherwise.

VII. PREFERRED SERVICES**Audio / Visual –****Encore Global AV / 210-308-0182****VIII. EVENT SECURITY / EVENT STAFFING (Refer to Addendum III for details.)****IX. EQUIPMENT RENTAL, SERVICES & LABOR RATE SCHEDULE (equipment subject to availability)****A. Room Set Equipment:**

• Chairs – Exhibit Halls, Meeting Rooms & Ballrooms (Grey)	\$1.50 each
• Tables (6'x30", 8'x30", 8'x15")	\$12.00 each
• Banquet tables (66" round)	\$12.00 each
• Risers (4'x8') (Note these are not performance risers)	\$22.00 each
• Dance floor (3'x3' sections)	\$6.00 each
• Meeting room lecterns	\$40.00 each / per day
• Executive / ballroom lecterns	\$75.00 each / per day

B. Miscellaneous Equipment & Fees:

• Compactor / Open-top Pull Fee	\$600.00
• Lost Key Charge	\$200.00 per key
• Lost/Replaced Access Card	\$50.00 per card
• Rekeying / Recoring Charge	\$100.00 per lock

C. Video Patch Fees:

• Video Patch / Tie Fee (not Time Warner)	\$15.00 per patch / per day \$300.00 per event max
• Satellite Tie-in Fee (from roof pad to central A/V)	\$50.00 per patch / per day

D. Lila Cockrell Theatre Sound & Lighting Packages:

• BASIC SOUND SYSTEM	(Included in Theatre Rental)
Includes a small Ashley 206 six-channel mixer, rack-mounted, located back stage left, allowing the use of up to six (6) microphone inputs and one fold back mix to monitor wedges, maximum of two (2) stage wedges. Three (3) basic wired microphones included. Also includes the full-range front of house cabinets. Center cluster is gratis for customers using balcony levels. Facility "approved" personnel required to run sound, light, and rigging systems. If facility personnel are available to operate systems, current labor rates will apply. Sub cabinets and audience front-fill speakers are not included. Effects and graphic EQ's are not included with this package. Audio technician is not included.	
• ENHANCED SOUND SYSTEM	(\$750.00 a day)
Includes a Digidesign D-Show Venue audio desk with 48x16 stage rack/digital snake. Playback equipment (CD player) is included in the enhanced sound system rental. Three (3) basic microphones included. Also includes the full-range front of house cabinets, sub cabinets and stage-mounted audience front-fill speakers. Center cluster is gratis for customers using balcony levels. Facility "approved" personnel required to run sound, light, and rigging systems. If facility personnel are available to operate systems, current labor rates will apply. Audio technician is not included.	
• LIGHTING	
House lights and 20 additional lights (with exception of spot lights) are included in the Theatre rental. Color gels and filters are not included and must be rented from an outside source. Lighting technician is not included.	
• Additional Light Fixtures	\$7.00 each / per day \$500.00 per day max
• Spot Lights	\$25.00 per hour (or any portion of an hour)
• AUDIO PATCH FEES (Theatre Only)	
• Recording-Out Patch Fee	\$20.00 per patch / per day \$400.00 per event max
• Audio-In Patch Fee	\$35.00 per patch / per day \$700.00 per event max

E. Overtime Labor: (City Employees, not stage-hands)

• A/V Technician <i>Tech. labor for system troubleshooting and house system monitoring.</i>	\$40.00 per hour
• Sound/Light Board Operators: <i>Theatre only</i>	\$35.00 per hour

F. HVAC: (Cooling or Heating during non event hours) \$10 per unit / per hour



CITY OF SAN ANTONIO
CONVENTION & SPORTS FACILITIES

ADDENDUM III
EVENT SECURITY / EVENT STAFFING

A. The San Antonio Police Department (SAPD), through its Off-Duty Employment Unit (ODEU), has an exclusive contract with the City of San Antonio to provide all event security services in all City operated public assembly facilities. As a result, it is necessary to distinguish between those exclusive SAPD security activities and other event staffing related activities. The following definitions are intended to clarify this issue. For additional clarification or questions, please contact your Event Services Coordinator or the Public Safety Manager.

B. Definitions

- 1. Event Security:** The SAPD-ODEU is the exclusive provider of all "Event Security" services for the San Antonio Convention Facilities Department. These exclusive event security services include but, not limited to the following.
 - a. Over Night Security** - *Any overnight post required for general exhibit hall rovers, booth specific, meeting rooms, and ballrooms, loading docks or exterior.*
 - b. Alcohol Control** - *Any event function at which alcohol is being served must be staffed by an Off Duty Police officer. The ODEU will determine the number of officers required based on the expected attendance and location of the function.*
 - c. Traffic Control** - *Loading Docks for move in & move out and Shuttle Bus Staging.*
 - d. Armed Security**
 - e. Roving security during events**
 - f. Public Shows:** SAPD presence is required during hours open to the public. You must contact the SAPD Office of Off-Duty Employment at 210-207-7020, for your specific show requirements.
- 2. Event Staffing:** Others involved in event staffing related services include the following titles:
 - a. Badge Checkers**
 - b. Door Monitors**
 - c. Ushers**
 - d. Ticket Takers**
 - e. Meeting Room Monitors**

C. Governmental Alert System

The federal government's Office of Homeland Security (OHS) has established a 5 tier Governmental Alert System. This system is designed as a way for the government to communicate to the general public information regarding terrorist threats.

The International Association of Venue Managers (IAVM) has established a Safety & Security Task Force to study and make recommendations to our industry with regards to security at public assembly facilities. This task force has established a set of "Best Practices." These Best Practices are based, in large part, on a modified version of the Governmental Alert System, IAVM's Suggested Risk Levels system. Individual facilities are encouraged to use IAVM's risk levels as a base from which to customize security plans to meet their individual and local needs.

Accordingly, the Department has decided to incorporate IAVM's Suggested Risk Level system as the basis for its overall security program (House Security, Event Security & Staffing, and Emergency Preparedness).

As established by IAVM, the suggested risk levels for the San Antonio Convention Facilities Department are as follows:

ADDENDUM III
EVENT SECURITY / EVENT STAFFING

IAVM's Suggested Risk Levels
(Based on the OHS Governmental Alert System)

GOV'T RANKING	RISK LEVEL	VENUE THREAT	SECURITY MEASURES	ACTION STEPS
Severe	5	CRITICAL	Supervised	On-site law enforcement or security personnel with "pat-down" measures
High	4	MAXIMUM	Government Control	National Law officials / security agencies screen public and control
Elevated	3	ELEVATED	Restrictive	May involve regional or local law officials with "pat-down" measures
Guarded	2	MODERATE	Protective	Limited Access to venue with screening precautions implemented
Low	1	MINIMUM	Routine	No primary factors of concern exist outside normal routine measures

D. Staffing Levels – Convention Center Events

You will note that there are no staffing guidelines for Risk Level 5, as that level suggests cancellation of all events.

These suggested event security and staffing levels are focused on exhibit hall events only. Unless otherwise noted, these are only suggested staffing levels. All posts noted with a ** are required positions.

The ODEU has the authority to add officers in the interest of public safety at its sole discretion. Other possible event security may be required as follows, and should be discussed with the ODEU:

- Alcohol Monitors (*required for functions with alcohol service*)
- Over Night Security for Registration
- Shuttle Bus Traffic (*at the discretion of the ODEU*)
- High Profile General Sessions
- Concerts

Note: *PD = Off Duty Police Officer*

ES = Event Staff Personnel

*** = Required Coverage*

Exhibit Hall 1:

- Levels 1 & 2
 - Move In (**1-PD @ dock, 1-ES)
 - Show Hours (2-ES)
 - Over Night (1-PD Rover)
 - Move Out (**1-PD @ dock, 2-ES)
- Level 3
 - Move In (**1-PD @ dock, 2-ES)

ADDENDUM III
EVENT SECURITY / EVENT STAFFING

- Show Hours (4-ES)
- Over Night (1-PD Rover)
- Move Out (**1-PD @ dock, 2-ES)
- Level 4
- Move In (**1-PD @ dock, 4-ES)
- Show Hours (**1-PD Rover, 4-ES)
- Over Night (**1-PD Rover)
- Move Out (**1-PD @ dock, 2-ES)

Bridge Hall:

- Levels 1 & 2
 - Move In (4-ES)
 - Show Hours (4-ES)
 - Over Night (-)
 - Move Out (2-ES)
- Level 3
 - Move In (4-ES)
 - Show Hours (4-ES)
 - Over Night (1-PD Rover)
 - Move Out (2-ES)
- Level 4
 - Move In (4-ES)
 - Show Hours (**1-PD Rover, 4-ES)
 - Over Night (**1-PD Rover)
 - Move Out (4-ES)

Exhibit Hall 2:

- Levels 1 & 2
 - Move In (**1-PD @ dock, 2 - 4-ES)
 - Show Hours (4 - 6-ES)
 - Over Night (1-PD Rover)
 - Move Out (**1-PD @ dock, 2 - 4-ES)
- Level 3
 - Move In (**1-PD @ dock, 4 - 6-ES)
 - Show Hours (9-ES)
 - Over Night (1-PD Rover)
 - Move Out (**1-PD @ dock, 2 - 4-ES)
- Level 4
 - Move In (**1-PD @ dock, 6 - 8-ES)
 - Show Hours (**1-PD Rover, 9-ES)
 - Over Night (**1-PD Rover)
 - Move Out (**1-PD @ dock, 4 - 6-ES)

Exhibit Hall 3:

- Levels 1 & 2
 - Move In (**1-PD @ dock, 1-ES)
 - Show Hours (4-ES)
 - Over Night (1-PD Rover)
 - Move Out (**1-PD @ dock, 1-ES)
- Level 3
 - Move In (**1-PD @ dock, 3-ES)
 - Show Hours (6-ES)
 - Over Night (1-PD Rover)
 - Move Out (**1-PD @ dock, 1-ES)
- Level 4
 - Move In (**1-PD @ dock, 6-ES)

ADDENDUM III EVENT SECURITY / EVENT STAFFING

- Show Hours (**1-PD Rover, 6-ES)
- Over Night (**1-PD Rover)
- Move Out (**1-PD @ dock, 3-ES)

Exhibit Hall 4:

- Levels 1 & 2
 - Move In (**1-PD @ dock, 2-ES)
 - Show Hours (3 – 4-ES)
 - Over Night (1-PD Rover)
 - Move Out (**1-PD @ dock, 2-ES)
- Level 3
 - Move In (**1-PD @ dock, 2 – 4-ES)
 - Show Hours (7-ES)
 - Over Night (1-PD Rover)
 - Move Out (**1-PD @ dock, 2 – 4-ES)
- Level 4
 - Move In (**1-PD @ dock, 4-ES)
 - Show Hours (**1-PD Rover, 7-ES)
 - Over Night (**1-PD Rover)
 - Move Out (**1-PD @ dock, 4-ES)

E. Staffing Levels – Lila Cockrell Theatre Events

This section details staffing level requirements for events at the Lila Cockrell Theatre. Other than cancellation at Risk Level 5, these staffing guidelines do not change as the risk levels change. Currently, any event staffing service provider may perform these functions, but must be able to assist in exiting the theatre in case of an emergency.

Public / Ticketed Events: (Such events include concerts, musicals, comedy performances, etc...)

A. Event Staff (Ushers / Ticket Takers):

1. Ticket Takers and Ushers must be hired for all public / ticketed events.
2. 17 Event Staff personnel are required for lower level events, as follows.
 - 1 Supervisor
 - 4 Ticket Takers
 - 1 Information Desk
 - 2 Ushers for ADA elevator operations
 - 2 Ushers to monitor elevator activity (*no one permitted to access the river level*)
 - 1 Usher at north River Level doors
 - 6 Ushers (lower level) to assist with seating
3. 21 Event Staff personnel are required for full theatre events, as follows.
 - 1 Supervisor
 - 4 Ticket Takers
 - 1 Information Desk
 - 2 Ushers for ADA elevator operations
 - 2 Ushers to monitor elevator activity (*no one permitted to access the river level*)
 - 1 Usher at north River Level doors
 - 6 Ushers (lower level) to assist with seating
 - 2 Ushers (mezzanine) to assist with seating
 - 2 Ushers (balcony) to assist with seating

ADDENDUM III

EVENT SECURITY / EVENT STAFFING

B. Event Security:

- 1 - Off Duty Police Officer (*The ODEU has the authority to add officers in the interest of public safety at its sole discretion.*)

Private / Non-Ticketed Events: (*Events produced in conjunction with a convention, such as general sessions, or other private, non-ticketed events*)

A. Event Staff (Ushers / Badge Monitors):

1. At the discretion of the Event Coordinator, ushers may be required for private / non-ticketed events. Unless otherwise noted, only those companies on our approved list may provide these services in the theatre.
2. 4-6 Event Staff personnel are required for **lower level events**, as follows.
 - 1 Supervisor
 - 2 Badge Monitors @ glass doors (May be volunteers)
 - 2 Ushers to guard each entrance to keep food & beverages out of the auditorium (**** only when food is served ****)
 - 1 Usher at loading dock doors
3. 12-14 Event Staff personnel are required for **full theatre events**, as follows.
 - 1 Supervisors
 - 2 Badge Monitors @ glass doors (May be volunteers)
 - 2 Ushers to guard each entrance to keep food & beverages out of the auditorium (**** only when food is served ****)
 - 2 Ushers at doors leading to back stage
 - 2 Ushers to monitor elevator activity (*no one permitted to access the river level*)
 - 1 Usher at loading dock doors
 - 2 Ushers in the mezzanine level to assist with seating / evacuations
 - 2 Ushers in the balcony to assist with seating / evacuations

B. Event Security:

- 1 - Off-Duty Police Officer (**** if alcohol is served ****)

(The ODEU has the authority to add officers in the interest of public safety at its sole discretion.)

Fire Inspectors:

- A. The Uniform Fire Code Article 403.1, specifies that when, in the opinion of the fire code official, it is essential for public safety in a place of assembly or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest or activity, the owner, agent or lessee shall provide one or more fire watch personnel, as required and approved, to remain on duty during the times such places are open to the public, or when such activity is being conducted.
- B. Due to the concern for public safety at the Lila Cockrell Theatre, one or more Fire Inspectors may be assigned. In addition, a Fire Inspector may be warranted in the following situations, conditions and events:
 1. Any utilization of hazardous material that may pose a danger to attendants (*i.e. propane, pyrotechnics, vehicle display, cooking, open flames, etc.*)
 2. Obstruction or compromise of the means of egress (*doors, stairs, ramps, horizontal exits, exit passageways, and areas of refuge.*)
 3. Attendance is open to the public and is in excess of approximately 750 occupants.
 4. Attendance is focused on the young (*youth groups*) and/or those less able to maneuver in a crowd or during an emergency.

ADDENDUM III
EVENT SECURITY / EVENT STAFFING

- C. Typically, the Fire Inspector(s) will be assigned approximately one half (1/2) hour prior to opening of the doors to the Theatre (*glass doors*).
- D. **Fire Inspector Duties:**
 - 1. Before the start of any event, the Fire Inspector will inspect all means of egress for appropriate signage, illumination, obstructions and good working conditions. All required fire appliances must be inspected for proper placement and maintenance.
 - 2. Activities that require an on-site inspector will have the equipment and site inspected prior to and during event. Such activities include:
 - a. Vehicle inspection
 - b. Food booth inspection
 - c. Hazing
 - d. Pyrotechnic displays
 - 3. Customers are responsible for contacting the San Antonio Fire Department's Special Events Coordinator's Office at (210) 207-3695 for specific event requirements and associated fees.



**CITY OF SAN ANTONIO
CONVENTION & SPORTS FACILITIES**

Convention Center, Alamodome, Lila Cockrell Theatre
900 East Market
San Antonio, Texas 78205
Phone (210) 207-8500 / Fax (210) 207-8073

INVOICE

INVOICE # 60758
INVOICE DATE: APRIL 11, 2024
INVOICE DUE DATE: MAY 11, 2024

TO:

Texas Association of Student Councils
1833 South IH-35
Austin, TX 78741

FOR:

2026 TASC HIGH SCHOOL ANNUAL CONFERENCE
03/27/26 - 03/31/26

DESCRIPTION	AMOUNT
Space Rental Deposit	\$17,945.00
DEPOSIT DUE	\$17,945.00

NOTE: A non-refundable 3% processing fee will
be added to all credit card transactions.

Make all checks payable to ***City of San Antonio***

Please mail check and remittance copy to: Convention & Sports Facilities, P.O. Box 1809, San Antonio, TX 78296
If you have any questions concerning this invoice, contact Van Emmerik, Yvette at (210) 207-8563

Thank you for your business!