

TACA DIRECTORY UPDATE

We must receive this information
in the TACA office no later than
Friday, February 26, 2010

Naylor Publishing, Gainesville, Florida, will again publish the new directory. This will be a terrific sales tool for you, our member. However, it is critical that we submit up-to-date information to Naylor as we will not have the ability to make last minute changes or corrections. Refer to your TACA Directory for your current listing. If you do not have a TACA Directory call the TACA office and we will fax, email or mail a copy of your listing to you. If you have any questions please call Sherry or Andrea at the TACA office at 512-451-5100. Please use the below format when you submit your changes to us at:
e-mail smoore@tx-taca.org, (512) 451-4162 (fax) or mail to 900 Congress, Ste. 200, Austin, TX 78701.

****Please note that most correspondence from TACA is done via e-mail; therefore having **YOUR** updated e-mail address (es) is critical to you receiving timely information from us.****

**If your dues are current but no updated form is received,
THE EXISTING LISTING WILL BE RE-PRINTED.**

what category do you wish to be listed under?

Directory Information Format

Company Name
Address (street address and/or P.O. Box)
City, State, Zip (+ 4 extension, preferably)
Telephone
Fax
Web site address
Pager (if desired)

TACA Delegate & email address (one per company)
Company officers (optional)
Individuals, Titles, **E-mail addresses**

Other Locations (same format as above)

Products/Services
(This may be a listing or detailed services)

Allied Buyer's Guide Information Format

Category (Check current Buyer's Guide)
(May be listed more than one category)

Company Name
Address (street address and/or P.O. Box)
City, State, Zip (+ 4 extension, preferably)
Telephone
Fax
Website address
Pager (if desired)

Main Contact or Sales Person
Telephone
E-mail address

Detailed listing of your product(s)

TIME SENSITIVE