

Step Into The Real Texas AMARILLO

800-692-1338 www.visitAmarilloTX.com

Services

Each event is different. *We understand!*
Consider us an extension of your team, your “boots on the ground...”
ready to do what needs doing to insure a successful event!
If you need something and its not listed, just ask.

Pre-Event Planning

From beginning to end, the ACVC will provide you with unlimited and complimentary consultation. Our sales team will help you find the appropriate hotel, accommodations, facilities and provide you with a comprehensive proposal. Our servicing division will then assist you in finalizing the details.

Site Inspection Arrangements

To showcase all that Amarillo has to offer, the ACVC will arrange and join you on a tour of appropriate Amarillo facilities, hotels, and attractions.

Housing

ACVC offers centralized housing service for events using three or more Amarillo hotels. You can receive daily reports tracking your group's hotel pick up for your organization.

Spouse & Youth Tours

ACVC will help arrange entertainment, theme parties and itineraries for spouse and youth activities/tours. With a variety of local venues and attractions, we can make suggestions and provide contacts.

Transportation Coordination

The ACVC will help secure and coordinate your local transportation. Transportation costs will vary.

Registration Assistance

ACVC offers four complimentary hours of registration assistance to events using 300+ Amarillo hotel rooms. Additional hours may be provided for a minimal cost.

Name Badges

ACVC offers complimentary computerized name badges, including an insert and pin-on sleeve, to groups using 300+ hotel rooms. Smaller groups may purchase name badges for a nominal fee per badge. Our attractive name badges feature a large type font, are easy to read, and may be customized with your logo.

Publicity

To help spread the word, the ACVC provides information and consultation regarding your publicity needs, including: local press contacts, press releases, promotional videos, photos and email news releases.

Area Information & Promotional Items

We can provide complimentary bags, Amarillo boot lapel pins, notepads, pens, city maps, Visitor Guides and other Amarillo-area brochures. The ACVC can also provide unlimited information on caterers, tour guides, restaurants and more!

Attendance Builders

To help promote your Amarillo event, the ACVC can supply complimentary postcards and electronic teasers to boost attendance. Ask us for more details.

Welcome Signs

The ACVC can provide complimentary welcome signs at the host hotels. For larger city-wide events, the ACVC may offer upgraded signage and an electronic airport welcome.

