



August 11, 1994

Independent Bankers
Association of Texas

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Mr. Jeff Davidson, MBA, CMC
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Dear Jeff:

David R. Seim
IBAT Chairman
Lubbock National Bank

Cleve T. Breedlove
IBAT Chairman Elect
FirstBank, Los Fresnos

Charles M. Neff, Jr.
IBAT Vice Chairman
Houston National Bank

Allan W. Hanson
IBAT Secretary
Commerce National Bank,
College Station

George Martinez
IBAT Immediate Past Chairman
Sterling Bank, Houston

Christopher L. Williston, CAE
President & CEO

Karen M. Neeley
General Counsel

Mary E. Lange, CAE
Director of Communications

Marsha L. Green, CPA
Controller

Jane Holstien
Director of Administration

We are delighted that you will be able to speak during the association's 20th Annual Convention, September 29-October 1, at the Stouffer Austin Hotel. More specifically, we would like for you to address our spouses Thursday afternoon, September 29th from 4:00-5:00 p.m., and repeat a condensed version of your Breathing Space presentation during our general session Friday morning, September 30th from approximately 10:45-11:45 a.m. The audiences should not overlap as spouses do not usually attend this particular session.

Enclosed for your perusal is a copy of the convention promotional materials. We anticipate about 100 spouses Thursday afternoon and 300 bank CEOs and directors in attendance Friday morning should you wish to provide any handouts. We will be happy to reproduce the materials for you, **provided we receive the originals by September 1.**

So that we may plan accordingly, please complete the enclosed Speaker Information Form and return it to us at your earliest convenience **no later than August 20.** *If you have not already done so*, please be sure to include a **biography** and **photograph**. If flying, the Stouffer Hotel is located at 9721 Arboretum Boulevard approximately 30 minutes from the airport. Transportation is available to and from the airport via a 12 passenger van that departs the Hotel on the hour, and arrives on the half hour from 7:00 a.m. to 11:00 p.m. The current charge is \$7 each way.

Again, we are pleased to have you as a part of this year's program. Please feel free to call Janey Holstien or me should you have any questions regarding your appearance or the convention. I look forward to seeing you in Austin.

Cordially,



Christopher L. Williston, CAE
President & CEO

Enclosures