



2026 CONVOCAATION EXHIBITOR'S TERMS AND CONDITIONS***

Our annual convocation is the perfect place to make a true connection with our members. NACPA is proud to be able to offer this annual event, not only as a space for members to learn, commune and connect with each other, but as a space where our members can meet with vendors who offer exemplary solutions for their specific Church Human Resources needs. As a close-knit community, our members rely on each other for advice and referrals when choosing new vendors. When you attend NACPA convocation, you not only enjoy the opportunity of creating a bond with our attending members, your organization will also be represented, via attendee experiences and recommendations throughout the year, as other members come in need of your services.

Included in the exhibit fee is a 6'x 30" skirted table, two chairs, full participation in non-breakout session event offerings, for two representatives of the exhibiting organization; including the opening reception, opening liturgy, morning prayers, morning liturgies, two plenary sessions, Monday evening happy hour, two continental breakfasts, coffee breaks and snacks provided, and the Closing Social and Annual Awards Banquet, Tuesday night.

Only Exhibiting Vendors will receive the NACPA Attendee Contact List (End of Feb 1st Release)

Exhibitor/Sponsorship Rules and Regulations

- Exhibitors are responsible for booking their own hotel rooms, even if you are also a presenting speaker.
- **While NACPA and its membership is thankful for support in any denomination, vendors wishing to attend NACPA Convocation must purchase an Exhibit Booth to gain admittance.**
- **Providing non-exhibiting sponsorship does not permit representatives of organizations to attend any part of NACPA Convocation, including events.**
- ***Exhibitor Representatives are only allowed to attend breakout sessions of colleagues or partner clients with their approval.***
- Only Exhibiting Vendors will receive the NACPA Attendee Contact List
- Exhibit Booth assignments will be released upon check-in and we will connect you with your shipped materials.
- **You are not allowed to procure a table space in the hall for yourself** without specific authorization from Project Managers Jessica Randazzo or Jillian Green. If a booth is setup before this time, the booth will be dismantled and materials stowed in the locked NACPA office until the proper time. NACPA will not be held responsible or liable for any missing or damaged items due to this process.

Exhibit Hall Hours: See Exhibit Packet for specific times the booths must be staffed

Exhibit Set Up Sun 12 - 4 PM All boxes need to be retrieved by 2:30 PM on Sunday, April 19th, the room will be locked and unavailable after this time until the conclusion of the Opening Ceremonies, Sun 6:15 PM - 7 PM.

The onsite representatives will be provided the cell numbers for onsite NACPA Project Managers.

Exhibit Hall Open for Attendees:

Mon 7:00 AM - 5:30 PM (Exhibit Hall Social Mon Evening 5 - 5:30 PM)

- FYI – The highest rate of traffic and some of the best quality interactions your team will have will be during the first morning breaks, following the Opening Plenary – 10:30 -11:30
- Tue 7:00 AM - 2:45 PM (Exhibit Hall Closes after second concurrent sessions begin after lunch, and pack up may begin for exhibitors)

CANCELLATION POLICY

NACPA 2026 Attendee Reservations may be canceled with a refund of fees paid less \$700 upon receipt of cancellation prior to March 1, 2026. Due to contractual and other commitments made by NACPA, no refund will be made for cancellations received after March 1, 2026.

******By registering as a NACPA 2026 Exhibitor and or Sponsor, you agree to these terms and conditions.***

2026 CONVOCACTION BREAKDOWN

We know you join us in our jubilation of holding convocation in the home of The Archdiocese of New Orleans! All sessions will be held at the **Loews Hotel**. Their location affords us the ability to walk to Bourbon Street, the Riverwalk Outlets, the Mighty Mississippi River, and the Canal Street Ferry. As well as a short 5-minute drive, or [15 minutes on the RTA](#), to Jackson Square and the [St. Louis Cathedral](#).

CONVOCACTION ATTENDEES: ALL WHO WORK IN HR RELATED FIELDS FOR THE CHURCH

- Chancellors
- Finance Directors / Managers
- Human Resource Associates
- Pastors
- Parish Managers / Business Managers
- Principals / Heads of School
- Religious Community HR Directors & Associates / Business / Finance Managers

NACPA's annual convocation allows members to learn from experts in HR and the world of HR in the Church; from those who have succeeded in creating a better and more prosperous environment, through the field of HR, within their communities. During the three-day meeting, delegates can commune together at the Opening Liturgy, the spirited Opening Ceremony (both Sunday), and uplifting morning prayer services and daily mass (onsite). They will begin Monday and Tuesday hearing from our two outstanding Plenary speakers and will then select a total of four breakout sessions from a choice of 12 (yours included). To close our educational portion, delegates will participate in a final session, Tuesday afternoon, a Live OnDemand Discussion Session (formerly Roundtables). Throughout all of this they will also have time to meet face-to-face with vendors specific to the fields of HR and HR within the Catholic Church and network with their friends and colleagues at breaks and evening happy hours and dinners, closing with our 2026 Awards Banquet Dinner (with Raffles!) and topped off with the fun (and brave of heart) our Third Annual Karaoke Party!

*Speakers are most welcome to join in all events. *Due to proprietary and sensitive information, non-member breakout speakers are welcome to attend all events and Plenary sessions but are only allowed to attend other breakout session presentations with permission of the speaker.*



FOLLOW YOUR NOLA
Network.
Ongoing Learning.
Achievement.

APRIL 19, 20, 21
NEW ORLEANS, LA



SUNDAY	MONDAY	TUESDAY
10:30 – 12:30 Queen Creole River Boat, Jazz Brunch Cruise 1 - 3 PM NEW SESSION! A Church HR Beginner's Guide 3:15 (30) New Member Orien. 3:45 (30) HR Certificate Reunion 5 PM Opening Liturgy Offsite, Transport Provided 6:15 PM Social & Opening Ceremonies	7:00 – 8:30 Breakfast – Exhibit Hall 7:00 – 7:30 Daily Liturgy 7:30 – 8:00 BREAK 8:00 – 8:30 Morning Prayer 8:30 – 8:45 BREAK 8:45 – 10:30 Opening Plenary 10:30 – 11:30 BREAK/Exhibit Hall 11:30 – 1:00 3 Concurrent Breakouts 1:00 – 2:30 Member Lunch/NACPA Meeting 2:30 – 2:45 BREAK/Exhibit Hall 2:45 – 4:15 3 Concurrent Breakouts 5:00 – 5:30 Thank You New Orleans Happy Hour	7:00 – 8:30 Breakfast – Exhibit Hall 7:00 – 7:30 Daily Liturgy 7:30 – 8:00 BREAK 8:00 – 8:30 Morning Prayer 8:30 – 8:45 BREAK 8:45 – 10:30 Opening Plenary 10:30 – 11:30 BREAK/Exhibit Hall 11:30 – 1:00 3 Concurrent Breakouts 1:00 – 2:30 Free Time, Lunch not provided 2:30 – 4:00 3 Concurrent Breakouts 4:00 – 4:15 BREAK/Exhibit Hall 4:15 – 5:45 3 Round Tables (Hot Topics) 2:30 Exhibit Hall Closes 5:45 Sessions Conclude 5:45 – 6:30 Break 6:30 – 7:00 Social 7:00 – 9:00 Closing 2026 Awards Banquet 9:30 – 11 PM Karaoke Party – Onsite



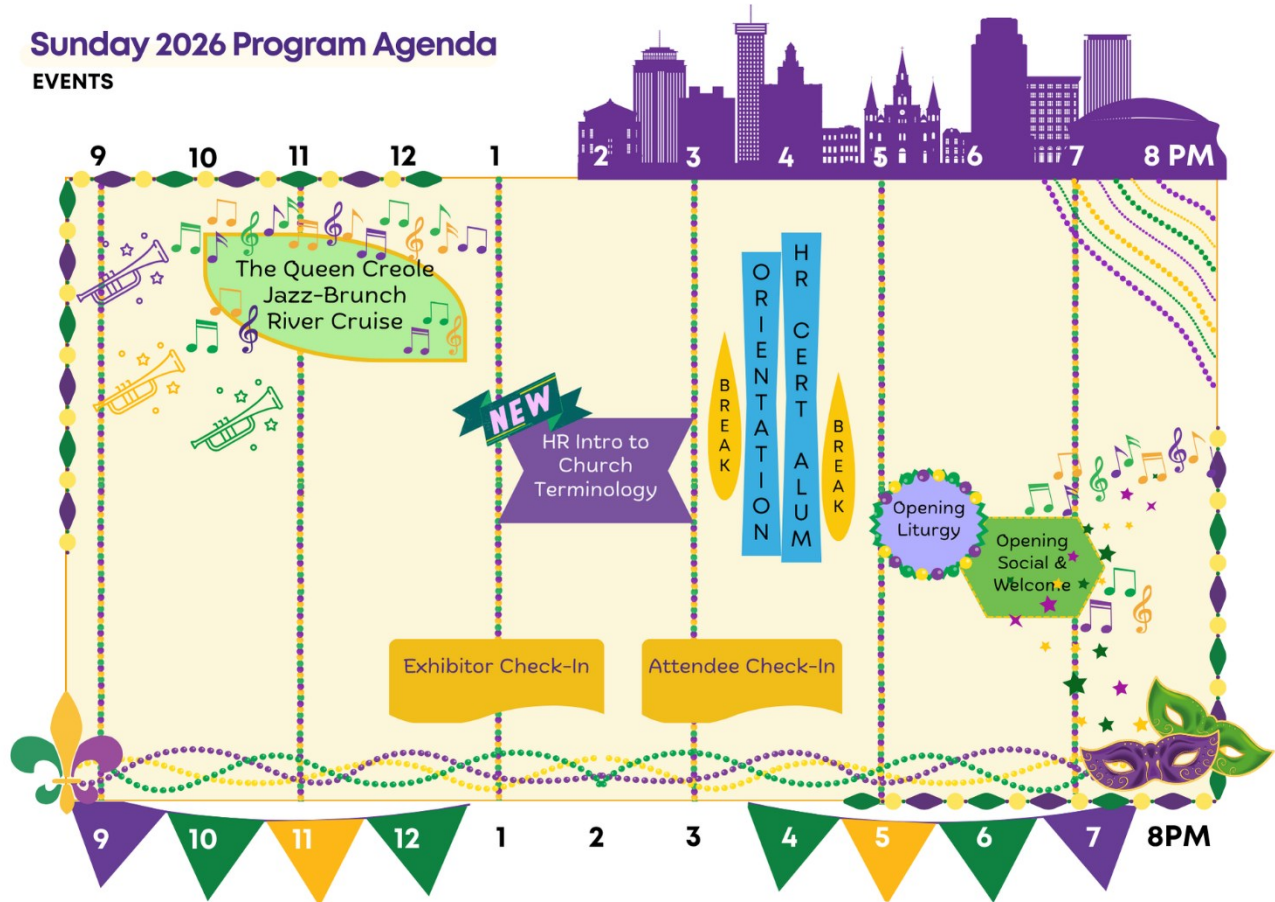
19-21 APRIL 2026 LOEWS HOTEL
NACPA ROOM BLOCK RATE \$199/NIGHT
300 POYDRAS ST, NEW ORLEANS
www.NACPA.org

NACPA 2026 PROGRAM AGENDA

See www.nacpa.org/convocation for updated information.
Times and events/locations subject to change due to unforeseen circumstances.

Sunday 2026 Program Agenda

EVENTS



Bold Red: Exhibit Hall Open – Please be present in the hall / **Red:** It is suggested to be in the hall.

SUN April 19

- TOUR 10:30 AM – 12:30 PM - Queen Creole River Boat Jazz Brunch / Tour (\$80) (close walk to hotel)
 - **12 PM – 2 PM EXHIBITOR CHECK IN AT THE NACPA MAIN DESK**
- **NEW! 1 PM – 3 PM Sunday Stand-Alone Session** (Attendees of this session will receive Badges/Totes)
Beginners Guide to Church Terminology and Governance Structures
- **BREAK 15 Min**
 - 2:30 PM – 4:30 PM Attendee Check in at the NACPA Main Desk
- 3:15 – 3:45 PM (30 Min) New Member Orientation - Open to New to NACPA and First-Time Attendees – Come meet the NACPA Board.
- 3:45 - 4:15 PM (30 Min) HR Certificate Program Alumni Reception (same room as orientation)
- **BREAK 15 Min**
- **4:30 PM Meet in the Lobby to meet Transportation to Jackson Square for Opening Liturgy at the [St. Louis Cathedral](#).**
- 5 PM Opening Liturgy at the [St. Louis Cathedral](#).
- 6 PM Meet transportation to return to Loews Hotel
- **6:15 PM OPENING CEREMONY/HAPPY HOUR & APPETIZERS, EXHIBIT HALL (1 HOUR)**

MON April 20

- **7 – 8:30 AM BREAKFAST IN THE EXHIBIT HALL / EXHIBIT HALL OPENS 7 AM**
- 7 – 7:30 AM Daily Liturgy
- **BREAK 7:30 – 8 AM EXHIBIT HALL/BREAKFAST**
- 8 – 8:30 AM Morning Prayer
- **BREAK 15 Minutes**
- **8:45 – 10:30 AM Opening Plenary – Fr. Philip Larrey – AI and HR and the Catholic Workplace**
- **10:30 AM – 11:30 AM MORNING BREAK / EXHIBIT HALL / (BINGO SHEET TIME!)**
- 11:30 – 1:00 PM Concurrent Breakout Sessions (three) (1/5)
- **BREAK 15 Minutes**
- 1:15 – 2:30 PM NACPA Member Business Lunch (off-site lunch options are walkable for Exhibitors)
- **BREAK 2:30 – 2:45 PM**
- 2:45 – 4:15 PM Concurrent Breakout Sessions (three) (2/5)
- **BREAK 15 Minutes**
- **4:30 – 5 PM EXHIBIT HALL IS OPEN**
- **5:00 – 5:30 PM THANK YOU SALT LAKE CITY HAPPY HOUR, IN EXHIBIT HALL (30 MIN)**

TUE April 21

- **7 – 8:30 AM BREAKFAST IN THE EXHIBIT HALL / EXHIBIT HALL OPENS 7 AM**
- 7 – 7:30 AM Daily Liturgy
- **BREAK 7:30 – 8 AM EXHIBIT HALL/BREAKFAST**
- 8 – 8:30 AM Morning Prayer
- **BREAK 15 Minutes**
- **8:45 – 10:30 AM Opening Plenary**
- **10:30 AM – 11:30 AM MORNING BREAK / EXHIBIT HALL / (BINGO SHEET TIME!)**
- 11:30 – 1:00 PM Concurrent Breakout Sessions (three) (3/5)
- LUNCH 1:00 – 2:30 PM Open Lunch – Offsite options available
 - Recommendation to be at your booth from 1-1:15 or until hall dies down
- **2:30 EXHIBIT HALL CLOSING (EXHIBITORS MAY BEGIN TO BREAK DOWN ONCE 400 SESSIONS BEGIN)**
- 2:30 – 4:00 PM Concurrent Breakout Sessions (three) (4/5)
- BREAK 4:00 – 4:15 PM
- 4:15 – 5:45 PM Concurrent Breakout Sessions/Roundtables/Live OnDemand Sessions (three) (5/5)
- BREAK 45 Minutes
- 6:30 PM Social (30 Min)
- 7 PM Closing Awards Banquet (2 Hrs) **-MUST RSVP BY APRIL 1-**
- 9:30 PM - 11PM Karaoke Afterparty (onsite)