



# Trade Show Booth Reservation Information and Agreement Form

## 2019 Conference of Indiana Soil and Water Conservation Districts

The Indiana Association of Soil and Water Conservation Districts (IASWCD) would like to extend an invitation to your organization to participate in our trade show at the **76th Annual Conference** of Indiana Soil and Water Conservation Districts on January 14-15, 2019 at the Indianapolis Marriott Downtown. Space is assigned on a first-come, first-served basis.

**Exhibitor space SOLD OUT last year, so reserve your space now!**

The trade show will last for one full and one half day. You will have the opportunity to connect with **450 conservationists** representing rural, urban, and suburban natural resources interests from around the state of Indiana.

Conference attendees represent land users from across the natural resources spectrum: staff and elected/associate supervisors from county Soil and Water Conservation Districts; farmers; watershed organization staff; technical resource staff from state and federal conservation agencies; and other representatives from the Indiana Conservation Partnership.

You can submit a Trade Show Booth Reservation form online now at: <https://tinyurl.com/2019INSWCDConf> OR, email this completed form to [amy-work@iaswcd.org](mailto:amy-work@iaswcd.org) OR print and mail to IASWCD at 225 S. East Street, Suite 740, Indianapolis, IN 46202. Checks should be mailed to this address.

### Two-day event: January 14 and 15, 2019

Monday, January 14: Trade show open from 8 am – 5 pm  
Tuesday, January 15: Trade show open from 8 am – 12 pm

**Early Bird rates end September 14**

### Setup/teardown:

Setup: Sunday, January 13 after 5 pm (exact time TBD), or Monday morning from 6:00 am - 7:45 am  
Teardown: Tuesday, January 15 after 12 pm

### Hotel Information:

Trade show participants can reserve hotel rooms at the Downtown Marriott at the conference rate which will become available in October.

## Booth Pricing and Benefits

Commercial	Non-Commercial
<ul style="list-style-type: none"> <li>• Early Bird rate: \$450 by September 14</li> <li>• Regular rate after September 14: \$490</li> <li>• Identification sign</li> <li>• One 8-foot table</li> <li>• Two chairs</li> <li>• One complimentary parking pass per day</li> <li>• Continental Breakfast on Monday</li> <li>• <b>Two Networking Luncheon tickets</b> on Monday</li> <li>• Breaks/Snacks on Monday and Tuesday</li> <li>• Wi-fi</li> <li>• \$15 discount to all 2018 returning organizations</li> </ul>	<ul style="list-style-type: none"> <li>• Early bird rate: \$300 by September 14</li> <li>• Regular rate after September 14: \$340</li> <li>• Identification sign</li> <li>• One 8-foot table</li> <li>• Two chairs</li> <li>• Continental Breakfast on Monday</li> <li>• <b>One Networking Luncheon ticket</b> on Monday</li> <li>• Breaks/Snacks on Monday and Tuesday</li> <li>• Wi-fi</li> <li>• \$15 discount to all 2018 returning organizations</li> </ul>



INDIANA ASSOCIATION OF  
soil and water conservation  
DISTRICTS

# Trade Show Booth Reservation Form

2019 Annual Conference of Indiana Soil and  
Water Conservation Districts

Company/Organization:	
Contact Person:	
Name(s) of Booth Staff:	
Address:	
City/State/Zip:	
Phone:	
Contact Email(s) (Note-we will communicate with you primarily through email):	

Premium booth spaces #8 and #12-17 are reserved for specific conference sponsors. After that, booth spaces are assigned on a first-come, first-served basis. If you have a preference, please indicate that below and know we will do our best to accommodate your top choices.

Booth Space Choice #1:	
Booth Space Choice #2:	
Booth Space Choice #3:	

		Quantity	on or before Sept. 14, 2018	after Sept. 14, 2018	Total
Commercial booth		_____	X \$450	\$490	
Non-Commercial booth		_____	X \$300	\$340	
Additional Parking Passes		_____	X \$31	\$31	
Additional Networking Luncheon Tickets (Jan.14)		_____	X \$30	\$30	
Awards Banquet Tickets (Jan. 15)		_____	X \$45	\$45	
Electrical (\$65 per booth/per day)	_____ # of booths	X _____ # of days	X \$65	\$65	
<b>Discount for 2018 Exhibitors:</b>				<b>(\$15)</b>	

**TOTAL DUE:**

**Add-ons for all booths:**

- Electrical: \$65.00 per day per booth (\$130 for both days for one booth)
- Awards Luncheon (Tuesday, January 15): \$45 per ticket
- Extra parking passes: \$31 per pass per day
- Extra Networking Luncheon Tickets (Monday, January 14): \$30 per ticket

**Payment:**

Trade show participants make check payable to IASWCD and mail it to 225 S. East Street, Ste. 740, Indianapolis, IN 46202.

**Agreement:**

Application is hereby made by the undersigned, herein referred to as EXHIBITOR, on this \_\_\_\_\_ day of \_\_\_\_\_, 2018, for exhibit space at the 2019 Indiana Soil and Water Conservation Districts' Conference, to be held at the Indianapolis Marriott Downtown, January 14-15, 2019, said exposition to be produced and managed by the IASWCD, Inc. hereafter referred to as MANAGEMENT.

Companies or organizations that submit cancellations by November 9, 2018 are eligible for a 50% refund of their exhibitor fee. Cancellations after November 9, 2018, are non-refundable. One hundred (100) percent of booth cost is due upon submission of this application. **Make checks payable to IASWCD.**

EXHIBITOR agrees to abide by all rules and regulations governing this show as established by MANAGEMENT. The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury to persons or damage to exhibitor's displays, equipment, or other property brought upon the premises of the Hotel and agrees to indemnify, defend, and hold harmless Management, the Hotel, and its owners, servants, agents, and employees against all claims or expenses for such losses, including reasonable attorney's fees, arising out of the use of the Hotel premises excluding any liability caused by negligence of Management or the Hotel or its owners, servants, agents, and employees.

\_\_\_\_\_  
Signature of Authorized Personnel for this Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Signature Above

