



# Trade Show Booth Reservation Information and Contract

## 2020 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 77th Annual Conference of Indiana Soil and Water Conservation Districts on January 13-14, 2020 at the Indianapolis Marriott Downtown. **Space is assigned on a first-come, first-served basis.**

**Tip: For the best spots and prices, reserve early. Exhibitor space has SOLD OUT in past years, so do not hesitate to reserve your spot now!**

The trade show is open for two days. 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/SWCDTradeShow2020> 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.

### Two-day event: January 13 and 14, 2020

Monday, January 13: Trade show open from 8 am – 5 pm

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

**Early Bird rates end September 13**

### Setup/teardown

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

Teardown: Tuesday, January 14 after 12 pm

### Hotel Information:

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

## Booth Pricing and Benefits

Commercial	Non-Commercial
<ul style="list-style-type: none"> <li>• Early Bird rate: \$450 by September 13</li> <li>• Regular rate after September 13: \$490</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>• Complimentary Wi-Fi</li> <li>• \$15 discount to all 2019 returning organizations</li> <li>• Social media mentions in IASWCD e-newsletter, website, Facebook page and Twitter</li> </ul>	<ul style="list-style-type: none"> <li>• Early bird rate: \$300 by September 13</li> <li>• Regular rate after September 13: \$340</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>• Complimentary Wi-Fi</li> <li>• \$15 discount to all 2019 returning organizations</li> <li>• Social media mentions in IASWCD e-newsletter, website, Facebook page and Twitter</li> </ul>

**Add-ons for all booths:**

- Electrical: \$65.00 per day per booth (\$130 for both days for one booth)
- Awards Luncheon (Tuesday, January 14): \$45 per ticket (\$65 after 9/13/19)
- Extra parking passes: \$31 per pass
- Extra Networking Luncheon Tickets (Monday, January 13): \$30 per ticket (\$40 after 9/13/19)

**Payment:**

Trade show participants, please make check payable to **IASWCD** and mail it to 225 S. East Street, Ste. 740, Indianapolis, IN 46202. If you prefer to pay for your space via credit card, please contact CMCglobal, Katey Sandleben, (317) 635-4755 or kateys@cmcglobal.com.

**Agreement:**

Application is hereby made by the undersigned, herein referred to as EXHIBITOR, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, for exhibit space at the 2020 Indiana Soil and Water Conservation Districts' Conference, to be held at the Indianapolis Marriott Downtown, January 13-14, 2020, said exposition to be produced and managed by the IASWCD, Inc. hereafter referred to as MANAGEMENT.

Companies or organizations that submit cancellations by November 8, 2019 are eligible for a 50% refund of their exhibitor fee. Cancellations after November 8, 2019, are non-refundable. One hundred (100) percent of booth cost is due upon submission of this application.

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



INDIANA ASSOCIATION OF  
soil and water conservation  
DISTRICTS

# Trade Show Booth Reservation Form

## 2020 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 (we will communicate with you primarily through email):	
Website URL (will link your company name to your site, where applicable):	

Premium booth spaces #1 and #5-11 are reserved for specific conference sponsors (see “2020 Exhibitors Map\_Draft” document for reference). After that, booth spaces are assigned on a first-come, first-served basis. If you have a preference, please indicate that 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. 13, 2019	after Sept. 13, 2019	Total
<b>Commercial booth</b>		_____	X \$450	\$490	
<b>Non-Commercial booth</b>		_____	X \$300	\$340	
<b>Additional Parking Passes</b>		_____	X \$31	\$31	
<b>Additional Networking Luncheon Tickets (Jan.13)</b>		_____	X \$30	\$40	
<b>Awards Banquet Tickets (Jan. 14)</b>		_____	X \$45	\$65	
<b>Electrical (\$65 per booth/per day)</b>	_____ # of booths	X _____ # of days	X \$65	\$65	
<b>Discount for 2019 Exhibitors:</b>				(\$15)	
<b>TOTAL DUE:</b>					

