

EVENT INFORMATION:

Join us at this year's #ThisIowa Legislative Showcase. Share with legislators the impact tourism makes on the State of Iowa. Learn more about the 2019 Travel Federation of Iowa Legislative Priorities by visiting www.travelfederationiowa.com.

EVENT LOCATION:

Iowa State Fairgrounds (Elwell Family Food Center)
3000 East Grand Avenue
Des Moines, Iowa 50317

EVENT DATE & TIME:

Wednesday, February 6, 2019 | 5:00 pm - 7:30 pm

EXHIBITOR SETUP TIME:

3:00 pm - 6:00 pm on February 5, 2019

8:00 am - 10:30 am on February 6, 2019

3:00 pm - 4:30 pm on February 6, 2019

Everyone must be setup and ready to go by 4:30 pm on February 6, 2019, as we do expect early arrivals.

EVENT TIME & DATE:

5:00 pm - 7:30 pm on February 6, 2019

EVENT TEARDOWN TIME:

7:30 pm - Banner tear down begins. We ask that you do not take down your banner early as some legislators do not arrive until later in the evening.

FOOD & BEVERAGE ITEMS:

This is our opportunity to showcase Iowa and all of its great locally made food and beverage items. This is optional, but we do encourage exhibitors to bring with them a food or beverage to share with our guests. Food from attendees will be placed in various locations around the reception, so each attendee needs to bring a platter or container to serve their item. There is no electricity so please keep this in mind. Also encouraged is to bring a small sign to indicate what the item is and where it is from. Beverages will be served at various bar areas. Make sure to bring all that is needed to serve beverages. This includes any specialty glassware if needed. Table service of napkins, plates, silverware and cups will be provided by TFI. Exhibitors are encouraged to plan for around 125-150 attendees. *Examples of food items include: Locally made cheese & sausage, popcorn, candies, and desserts. Examples of beverage items include: Locally made beverages, wine or beer.*

PROMOTIONAL ITEMS:

If attendees have specialty promotional items they would like to provide, please bring 125-150 items. All specialty items will be placed together around the room in various locations.

Examples of promotional items include: Notepads, magnets, beach balls, pens, chap, etc.

EVENT REGISTRATION:

Online registration is highly recommended. If you are unable to access Internet to register online, form and check may be mailed to #ThisIowa Legislative Showcase, c/o E&B Management | PO Box 185 | Jesup, Iowa 50648.

REGISTRATION DEADLINE:

Reservations are due by January 21, 2019. Any registrations received January 21, 2019 will be charged a \$50.00 late fee.

CANCELLATION POLICY:

There are no refunds.

CONTACT INFORMATION:

For event or registration questions please contact:

Erin Schmitz, #ThisIowa Legislative Showcase Administrative Assistant
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MAILING ADDRESS FOR FORM AND CHECK:

#ThisIowa Legislative Showcase
c/o E&B Management
PO Box 185 | Jesup, Iowa 50648