



Women's Commission of Southwest Louisiana, Inc.
Annual Women's Fall Conference
Thursday, October 20, 2022
Lake Charles Civic Center, Lake Charles LA



MarketPlace Reservation/Application

| | | |
|--|------------------|--|
| Name of Business or Agency as it should appear on print materials: | | |
| Marketing Agency Name, if different than Business Name: | | |
| Items you will be displaying or selling: | | |
| Business Address (Street, City/State/Zip): | | |
| Contact Person: | Website Address: | |
| Daytime Phone Number: | Email Address: | |

| Table Reservations and Fees - It is important that you review the Fall 2020 Conference MarketPlace Guidelines enclosed and posted on website. | Price Per Table/Pass | # needed |
|--|----------------------|----------|
| Early Bird Registration - Starts April 4, 2022 Fee must be paid in full. (Space plus 2 vendor passes) Envelope must be postmarked by June 30, 2022. | \$175.00 | |
| Regular Reservations – Starts July 1, 2022, Fee must be paid in full. (Space plus 2 vendor passes) Envelope must be postmarked by September 17, 2022. | \$225.00 | |
| Late Reservation – Fees must be paid in full (Space plus 2 vendor passes) Envelopes postmarked October 4, 2022. | 250.00 | |

I will provide my own table covering! __Yes__ No
 (\$5.00 per white table cloth if we provide) **Total Payment Enclosed** _____

Name of Worker # 1 _____ **Worker # 1 Email Address:** _____
Name of Worker # 2 _____ **Worker # 2 Email Address:** _____

Additional Worker Passes must be purchased through Registration either online or by mail.

NOTE: Each vendor must furnish his or her own electrical extension cord(s) and equipment.

For companies that allow only one vender per event, the first one to register will have priority.

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| Floor Preference (cannot be guaranteed): | |
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| Additional Comments: | |
|----------------------|--|

Early Bird Reservation Postmark Deadline is June 30, 2022
Regular Reservation Postmark Deadline is September 17, 2022
 Payment and form may be submitted by check or money order.
 You must return this form with your check made payable to:
 Women's Commission of SWLA, Inc. – MarketPlace
 PO Box 6712, Lake Charles, LA 70606

Questions: Please contact Thail Pete at (337)540-5521, MarketPlace Chair, or email marketplace@womenscommissionswla.com

CANCELLATION POLICY: \$25.00 non-refundable fee. Balance may be refunded if canceled by September 20, 2022. No refunds will be granted on or after September 24, 2022.