



Gateway to Conservation

81st SWCS International Annual Conference
St. Louis, Missouri | July 26–29, 2026

HOST YOUR EVENT WITH SWCS—MEETING SPACE AVAILABLE!

Looking for a space to host your meeting, workshop, or activity this summer? The Soil and Water Conservation Society (SWCS) is offering premium event space in conjunction with our 81st SWCS International Annual Conference, July 26-29, 2026, in St. Louis, Missouri.

Take advantage of this opportunity to bring your partners and staff together, without the hassle of managing logistics. Let us provide the space while you focus on delivering a great event.

Reserve your space by **March 12, 2026**, to be recognized in the preliminary program. The final deadline to secure space is **May 29, 2026**, and availability is on a first-come, first-served basis. Don't miss out—secure your space today!



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81st SWCS International Annual Conference
St. Louis, Missouri | July 26–29, 2026

MEETING SPACE OPPORTUNITIES

MEETING SPACE FOR UNDER 15 ATTENDEES | \$1,500

- Meeting space on available date and time agreed upon by SWCS
- Set up banquet or theater-style
- Meeting room equipped with Internet, audio, lectern, wireless microphone, AV cart, screen, projector, extension cord, and a slide advance remote (organization to provide laptop)
- On-site registration table available outside the meeting space, if needed
- Food and beverage services available (additional costs)
- SWCS annual conference attendee list to solicit event to
- Event description and registration link provided in preliminary program (if confirmed by March 12), final program, annual conference website, and annual conference event app

MEETING SPACE FOR UNDER 30 ATTENDEES | \$3,000

- Meeting space on available date and time agreed upon by SWCS
- Set up banquet or theater-style
- Meeting room equipped with Internet, audio, lectern, wireless microphone, AV cart, screen, projector, extension cord, and a slide advance remote (organization to provide laptop)
- On-site registration table available outside the meeting space, if needed
- Food and beverage services available (additional costs)
- SWCS annual conference attendee list to solicit event to
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MEETING SPACE FOR UNDER 50 ATTENDEES | \$5,000

- Meeting space on available date and time agreed upon by SWCS
- Set up banquet or theater-style
- Meeting room equipped with Internet, audio, lectern, wireless microphone, AV cart, screen, projector, extension cord, and a slide advance remote (organization to provide laptop)
- On-site registration table available outside the meeting space, if needed
- Food and beverage services available (additional costs)
- SWCS annual conference attendee list to solicit event to
- Event description and registration link provided in preliminary program (if confirmed by March 12), final program, annual conference website, and annual conference event app

MEETING SPACE FOR UNDER 100 ATTENDEES | \$7,500

- Meeting space on available date and time agreed upon by SWCS
- Set up banquet or theater-style
- Meeting room equipped with Internet, audio, lectern, wireless microphone, AV cart, screen, projector, extension cord, and a slide advance remote (organization to provide laptop)
- On-site registration table available outside the meeting space, if needed
- Food and beverage services available (additional costs)
- SWCS annual conference attendee list to solicit event to
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GUIDELINES

Meeting Space Rental

The meeting space rental fee includes the items indicated on pages 2-3. If food and beverage is added on, all fees associated are the responsibility of the organization. If food and beverage numbers are not provided by the specified date, SWCS deserves the right to make a best guess and charge that amount to the organization.

SWCS Registration Fees

Individual's attending any portion of the SWCS Annual Conference must register. Conference registration fees do not include hotel accommodations, airfare, or other travel related expenses. Spouses, significant others, and guests must register separately and pay appropriate fees to attend conference events. Only those individuals who register and have a SWCS name badge and/or tickets will be allowed admission to conference functions.

Unoccupied Space

Should any rented space remain unoccupied due to failure to make proper payment or failure to set up by the deadline, the space will be considered forfeited. SWCS reserves the right to rent such space to another organization or use said space in another manner.

Damage to Facilities

Organization must leave the space assigned and occupied in the same condition as when possession began. Organization is liable for damage to walls, columns, floor, carpet, furniture, etc.

Cancellation of Contract

It is understood that when an organization signs and submits the Meeting Space Contract, it becomes a binding legal document between the organization and SWCS. No refunds will be made, and no refunds will be given for no-shows or commitments.

Cancellation of Event

Should any cause (such as fire, strike, Acts of God, etc.) beyond the control of SWCS arise prior to the opening date of the event that would cause its cancellation, it is understood and agreed that SWCS will attempt to reschedule the event as near the original date and site as possible. If the event is not rescheduled, SWCS will refund the fees paid, less any direct costs incurred. SWCS will have no further obligations to the organization.



MEETING SPACE CONTRACT

REGISTRATION DEADLINE: MAY 29, 2026

Organization _____ Primary Contact _____

Address _____ City _____ State _____ Zip Code _____

Email _____ Website _____

MEETING SPACE OPPORTUNITIES

Under 15 Attendees | \$1,500

Under 30 Attendees | \$3,000

Under 50 Attendees | \$5,000

Under 100 Attendees | \$7,500

METHOD OF PAYMENT (Payment in US Dollars)

Visa MasterCard Discover American Express Check (make payable to SWCS)

Card Number _____ Exp. Date _____ Security Code _____

Name on Card _____ Signature _____

Address _____ City _____ State _____ Zip Code _____

CONTRACT TOTAL \$ _____

Return Completed Contract and Payment to:

Soil and Water Conservation Society, 945 SW Ankeny Road, Ankeny, IA 50023

Email: events@swcs.org