

*You are invited to participate in*

## A Taste of Southwest Iowa

*An opportunity to showcase  
your county's attractions and  
assist your ag retailers expand sales.  
- Sponsored by the -*

*Southwest Iowa Coalition*

**March 10, 2009 ' 11:30 am – 1:30 p.m.**



We hope each member county will take advantage of this marketing and legislative advocacy.

Each year SWICO offers its member counties an opportunity to market their county and ag producers, processors and retailers. This marketing venue takes place at the Capitol in the rotunda. You have the opportunity to talk with legislators and policy-makers as they visit your table about what your local development needs are and the value of ag production to our rural economies.

Decorate your table and have available information about unique features in your communities to potential tourists or new residents.

Provide samples of ag-based products and how to purchase them to assist your local businesses expand sales. In past years everything from cheesecakes to seed packets and meats to ice-cream have been handed out and served.

**This event also maintains a presence and heightens awareness of the region's agricultural viability for legislators who are making critical decisions about resources extended to our area.**

**Don't forget to bring your cooperative marketing materials for display - banners, cards, displays.**

## Want to Participate in an Exciting Day?

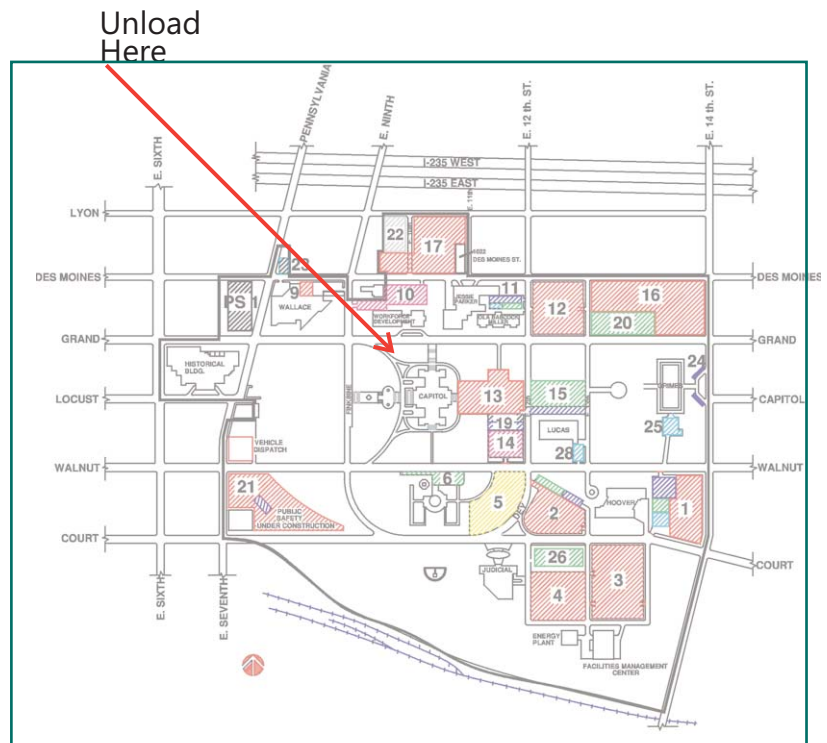
Contact the office to reserve your county table.  
PO Box 292 8 Red Oak, IA 51566

### What is arranged for you:

- Tables will ready for decorating by 9 a.m. at no charge.
- Tables will be dressed with a topper.
- Tables with access to electricity are available but limited and are released on a first-come basis.

### What you need to bring:

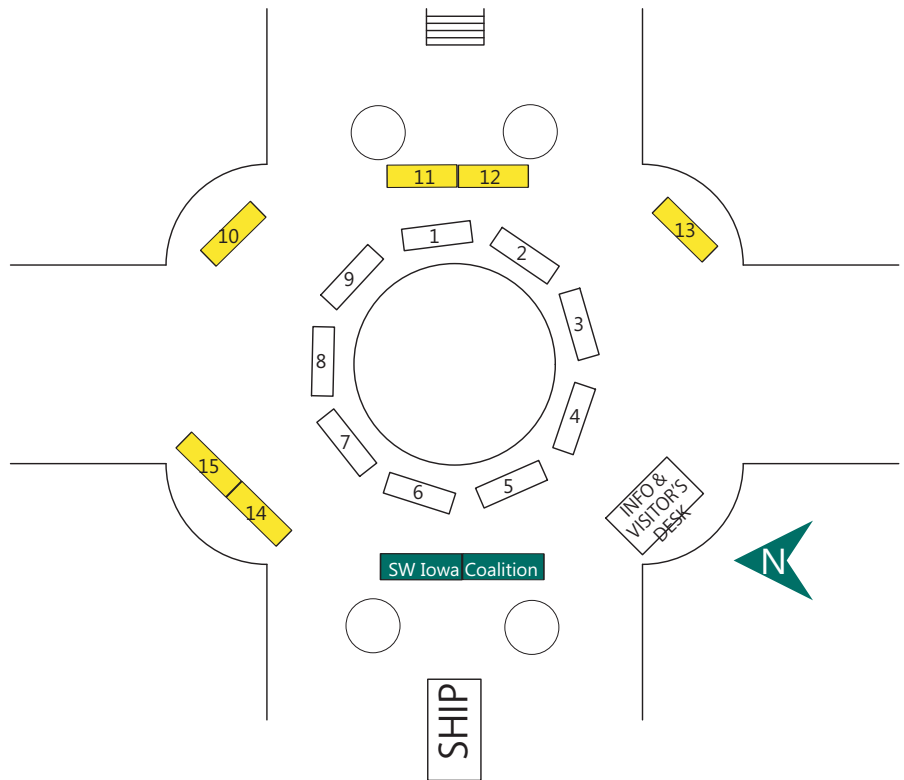
- We like to have plenty of taste samples as people browse the county displays but have had other ag product samples for distribution in the past such as seed packets and honey sticks.
- We recommend samples for at least 200, but as many as 400 have been served (distributed) in some years.
- Extension chords and adapters if you are using electricity.
- Serving utensils. (Knives are not allowed, so please pre-cut.)
- Any paper or other product necessary for sampling such as napkins, cups, etc.
- Easels to place a sign behind your table.
- You can display and hand out any promotional materials on your businesses, attractions or opportunities in your county.



□ = no electricity available at table  
 ■ = electricity available at table

Table 1 =
Table 2 =
Table 3 =
Table 4 =
Table 5 =
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Courts eligible to participate are:  
 Adams, Adair, Audubon, Clarke, Cass, Decatur, Fremont,  
 Guthrie, Mills, Montgomery, Page, Pottawattamie, Ringgold,  
 Shelby, Taylor and Union.



## Important things you need to know:

**We serve and display from 11:30 a.m. to 1:30 p.m.**

**We have reserved the entire Rotunda.**

**The elevator to the first floor and a cart will be just inside the west entrance door for your use. Please return it as soon as possible for others to use.**

**Parking?** Use one of the visitor parking lots, which are clearly marked around the Capitol complex. Visitors may not block the entrances or fire lanes in front of the Capitol building or other buildings on the Capitol Complex. Please see Web site for additional information:  
[www.das.gse.iowa.gov/images/parking3.pdf](http://www.das.gse.iowa.gov/images/parking3.pdf)

**Delivery vehicles unload materials?** Delivery people can enter the building on the west side ground floor, north of the west steps. This is the only loading dock for the building and the only drop-off place for persons with disabilities. Your vehicle may not be left unattended and must be moved to one of the visitor parking areas after the materials have been dropped off.

**Enter the building?** Visitors should use the entrances on the ground floor. Persons with disabilities may use the ground floor west enhance.

**Security inspection?** All persons and packages are subject to search. No weapons or explosives will be allowed to be carried into the building. Electronic items may receive additional screenings. Identification may be requested. No packages, boxes, briefcases or other containers may be left unattended in public areas.

**Cell phones?** Cell phones can be used inside the Capitol.

**Bringing items in?** Please DO NOT drag items across the floor. A wheeled cart must be used to move furniture and equipment. If you have items that are too big to fit into the elevator, you will need to make arrangements to have them carried up the grand staircase. Dragging items across the floor or steps will damage the restored surface.

**Signs and display materials?** No tape, duct tape or fasteners can be attached to any part of the building structure. This includes walls, pillars, staircases or other parts of the structure. Only matting tape may be used to adhere cables to the floors. Signs cannot be hung from buildings, lampposts or trees. Signs suggesting that the State of Iowa endorses a particular individual, group, business or association are not permitted. Signs carried by individuals are acceptable as long as signs are not attached to a stick.

**Electrical outlets?** Outlets are located near the base of each of the circular heaters along the walls of the first floor.

**Balloons?** No, balloons are not allowed since they set off the motion detectors.

**Smoking?** Smoking is allowed in designated outside areas only.

**Where are the restrooms?** Ground Floor: Women's' near the West Entrance Men's near the East Entrance 2<sup>nd</sup> Floor Women's North East End Men's -None 1<sup>st</sup> and 3rd Floor - No public restrooms

**Clean up?** It is our responsibility to clean up after participants or spectators; this includes removing trash. Tables will be broken down and removed by the rental company.