



**Women's Commission of Southwest Louisiana, Inc.**  
**Annual Women's Fall Conference**  
**Thursday, October 22, 2026**  
**Lake Charles Civic Center, Lake Charles LA Marketplace Registration**

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:  
 \_\_\_\_\_

Contact Person (Name and Phone number):

\_\_\_\_\_ Website Address:  
 \_\_\_\_\_

Email Address:  
 \_\_\_\_\_  
 \_\_\_\_\_

**Table Registration and Fees: Include a 10 X 10 ft. space provided with two passes.** Please review the Marketplace Guidelines enclosed and posted on the website.

NOTE: Each vendor booth includes two worker passes per booth and access to the speaker luncheon.

**Early Bird Registration:** Starts **March 16, 2026**, Fees must be paid in full.

Envelopes must be postmarked by **June 30, 2026** which is the deadline.

**Regular Registration:** Starts **July 1, 2026**, Fees must be paid in full.

Envelopes must be postmarked by **September 16, 2026** which is the deadline. **Late Registration:** Starts **September 17, 2026**, Fees must be paid in full.

Envelopes must be postmarked by **October 6, 2026** which is the

deadline. **Additional Worker Passes:** \_\_\_\_ Yes \_\_\_\_ No

\$40.00 per pass: Total # \_\_\_\_\_ **I will provide my own**

**table covering.** \_\_\_\_ Yes \_\_\_\_ No

(\$5.00 per white tablecloth if we provide) \_\_\_\_\_ Yes \_\_\_\_\_  
 No

Price Per Table	#
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	Needed
\$175	
\$225	
\$250	
	\$
Total Payment Enclosed	\$

<b>Name of Worker # 1</b>	<b>Worker # 1 Email Address</b>
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<b>Name of Worker # 2</b>	<b>Worker # 2 Email Address</b>

NOTE: Each Vendor must furnish his or her own electrical extension cord(s) and equipment. For companies that allow only one vendor per event, the first to register will have priority. Vendors table placement is based on a first-come, first-served basis. Floor Preference (**cannot be guaranteed**)

Payment and form may be submitted by check, money order, or pay on-line through our website. No later than the deadline stated above. 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: Jade King, MarketPlace Chairperson (337) 274-2732, or Roxanne Boxie, MarketPlace Co-Chair (337) 274-8452, or email [marketplace@womenscommissionswla.com](mailto:marketplace@womenscommissionswla.com)

**CANCELLATION POLICY:** \$25.00 non-refundable fee. Balance may be refunded if canceled by September 20, 2026. No refunds will be granted on or after September 24, 2026. Refunds will be mailed after the conference.