

EXHIBIT 7

OCR Case 85819

Adramelech 2026

Complaint

IOWA OFFICE OF CIVIL RIGHTS COMPLAINT FORM

515-281-4121 / 800-457-4416 / Fax: 515-242-5840 / <https://icrc.iowa.gov>

IOCR CP# **85819**

(AGENCY USE ONLY)

Local Commission# _____

EEOC# _____

Iowa Office of Civil Rights

6200 Park Ave Ste 100

Des Moines, Iowa 50321-1270

(PLEASE TYPE OR PRINT LEGIBLY)

SECTION 1 • COMPLAINANT INFORMATION

Your legal name: The Satanic Temple and Mortimer Adramelech

Email address: matt@kezhaya.law

Street address: C/O Matt Kezhaya, 150 S. Fifth St. Suite 1850

City: Minneapolis

State: MN

Zip Code: 55402

Telephone #: 612-276-2216

Your date of birth: 09/15/1995

Have you previously filed this complaint with any other federal, state, or local **anti-discrimination** agency? ☒ Yes ☐ No

If yes, what agency? Office of Civil Rights (CP# 07-25-84063 & 07-25-84064,) When? June 2025

CP# 85526, CP# 85468

SECTION 2 • DISCRIMINATION INFORMATION

1. Please indicate the **AREA(S)** in which the discrimination occurred.

☐ Employment

☒ Public Accommodation

☐ Housing

☐ Education

☐ Credit

☐ Retaliation

2. Please indicate the **ACTION(S)** that the organization took against you.

Employment

☐ Demotion

☐ Denied Accommodation

☐ Denied Benefits

☐ Discipline

☐ Failure to Hire

☐ Failure to Promote

☐ Failure to Recall

☐ Failure to Train

☐ Forced to Quit/Retire

☐ Harassment

☐ Layoff

☐ Reduced Hours

☐ Reduced Pay

☐ Sexual Harassment

☐ Suspension

☐ Termination

☐ Undesirable Assignment/Transfer

☐ Unequal Pay

Public Accommodation

☒ Denied Accommodation

☒ Denied Service

Housing

☐ Denied Accommodation or Modification

☐ Eviction

☐ Failure to Rent

☐ Harassment

Education

☐ Denied Accommodation

☐ Harassment

Credit

☐ Denied Accommodation

☐ Denied Financial Services/Credit

☐ Other: _____

3. Please indicate the **BASIS(ES)** or reasons for the discrimination:

- a. Do you believe you were discriminated against because of your race (circle one)? Yes ☐ No ☒
If yes, what is your race? _____
- b. Do you believe you were discriminated against because of your skin color? Yes ☐ No ☒
If yes, what is your skin color? _____
- c. Do you believe you were discriminated against because of your national origin? Yes ☐ No ☒
If yes, what is your national origin? _____
- d. Do you believe you were discriminated against because of your sex? Yes ☐ No ☒
If yes, what is your sex? _____
- e. Do you believe you were discriminated against because of your sexual orientation? Yes ☐ No ☒
If yes, what is your sexual orientation? _____
- f. Do you believe you were discriminated against because of your gender identity*? Yes ☐ No ☒
If yes, what gender do you identify as? _____
- *As of July 1, 2025, gender identity is no longer a protected basis under Iowa Code chapter 216. All complaints filed under chapter 216 must be filed within 300 days of the most recent alleged discriminatory incident. Civil rights complaints of alleged illegal discrimination on the basis of gender identity that are received prior to July 1, 2025, will be processed and investigated pursuant to Iowa Code chapter 216. New complaints of alleged discrimination based on gender identity filed after July 1, 2025, must follow the 300-day filing deadline. Therefore, individuals who believe they have been discriminated against based on gender identity may have until April 27, 2026, to file a complaint with the Iowa Office of Civil Rights regarding any conduct that occurred prior to July 1, 2025.**
- g. Do you believe you were discriminated against because of a disability? Yes ☐ No ☒
If yes, what is your real or perceived disability? _____
- h. Do you believe you were discriminated against because of your religion or creed? Yes ☒ No ☐
If yes, what is your religion or creed? The Satanic Temple
- i. Do you believe you were discriminated against because of your pregnancy or pregnancy - related condition? Yes ☐ No ☒
- j. If your complaint involves employment or credit, do you believe you were discriminated against because of your age? Yes ☐ No ☒
If yes, do you believe you were discriminated because you are older or because you are younger? _____
- k. If your complaint involves housing or credit, do you believe you were discriminated against based on your familial status? Yes ☐ No ☒
If yes, how many children live with you? _____
- l. If your complaint involves credit, do you believe you were discriminated against based on your marital status? Yes ☐ No ☒
If yes, what is your marital status? _____
- o. Do you believe you were discriminated against because of something else not listed above? Yes ☐ No ☒
If yes, please explain: _____
- n. Do you believe you were retaliated against because you reported discrimination to someone within the organization, filed a complaint with the ICRC, or participated as a witness in an anti-discrimination agency proceeding? Yes ☐ No ☒

If yes, what did you report or complain about, and to whom?

In 2023, we were the victim of criminal vandalism on the basis of our religion and/or perception of our religion when an individual destroyed a symbol of our religious faith in the Iowa State Capitol Building. We complained of this incident immediately, which was extensively covered in the press. Second, on July 12, 2024, we applied to hold a multi-day Reading Marathon of Paradise Lost, to be held from September 16 through September 19, 2024. On July 26, 2024 IDAS changed its events policy to preclude (a) multi-day events, and (b) limit particular groups to one-event-per-year. The restrictions were intended to and designed to prevent us from holding our holiday event later in the year. We complained immediately to IDAS. We complained of the denial of our application for a 2024 holiday display on the basis of our religion and/or perception of our religion, directly to Director Steen at IDAS and have a pending complaint with the OCR. (CP# 07-25-84063 & 07-25-84064). Finally, we complained of the denial of our application for a 2025 holiday display on the basis of our religion and/or perception of our religion, directly to Director Mark Campbell at IDAS and have a pending complaint with the OCR. (CP# 07-25-84063 & 07-25-84064)

What happened to you as a result of your report or complaint.

Our complaints relating to the destruction of our 2023 holiday display were a basis for the denial of our 2024 and 2025 applications, along with Respondents' prejudiced views about our religion. Specifically, due to our complaints, Respondents prohibited us from accessing the State Capitol on equal terms to other faiths and secular groups during the 2024 and 2025 holiday seasons.

We complained regarding IDAS's change in policy prohibiting multi-day events and multiple events by particular groups per year. IDAS did not revert its policy in response to our complaint. Accordingly, and in reliance on this new policy, we canceled our Reading Marathon event—which IDAS had proposed to approve only for a single day of the requested four—so that we would be able to hold our holiday event later in the year. We have since learned this policy, in addition to being targeted towards us, has not been applied evenly. We believe other groups are being allowed multi-day or multiple events per year without restriction by IDAS or its one-day-per event, one-event-per-year policy.

Following our complaint of the denial of our 2024 application, despite our attempts to resolve the stated basis for the denial and despite time remaining to accommodate our request to hold an event, Respondents did not provide us any timely response. Having knowledge that their denial of our initial application was baseless and blatant discrimination on the basis of our religion and/or their perception of our religion, Respondents continued to prohibit us from accessing the State Capitol on equal terms to other faiths and beliefs during the 2025 holiday season.

4. What was the date (month/day/year) of the MOST RECENT discriminatory incident?

(REQUIRED): 11/24/2025 was the last denial, but the discrimination is ongoing with IDAS failing to respond to the TST application for two months unlike with other groups

5. If Employment is the Area, what is your hire date or application date? _____

6. Are you still employed by the organization that discriminated against you?

If no, when did your employment end? _____ (month, day, year)

How did your employment end?

☐ Terminated

☐ Voluntary Quit

☐ Forced to Quit/Retire

-----SECTION 3 • RESPONDENT INFORMATION-----

7. What is the full legal name of the organization that discriminated against you?

[This organization will be charged with discrimination and given a copy of your complaint.]

Iowa Department of Administrative Services

Address: 1305 E. Walnut St. 3rd Floor

City: Des Moines County: Polk State: IA

Zip Code: 50319 Telephone #: 515-242-5120

8. If the organization listed in #7 has a parent organization or corporate office, list it here.

[This organization will also be charged with discrimination and given a copy of your complaint.]

Address: _____

City: _____ State: _____

Zip Code: _____ Telephone #: _____

If more than two respondents, please list additional organization or individual respondents, including name, job title, and address, on an attached piece of paper. The additional organizations/individual respondents will also receive a copy of the complaint.

9. Provide the address of the location where the discrimination occurred:

Iowa State Capitol, 1007 E. Grand Ave., Des Moines, IA 50319

10. Were you placed by a temporary firm agency at the organization that discriminated against you?

[If the answer is yes and you wish to file a complaint against the temporary staffing firm, you will need to file a separate complaint form naming that firm.]

☐ Yes ☒ No

11. If Employment is the Area, indicate approximate number of ALL employees (full-time and part-time) at ALL employer locations nationwide (REQUIRED):

☐ 4-14 ☐ 15-19 ☐ 20-100 ☐ 101-200 ☐ 201-500 ☐ 500+

-----SECTION 4 • BRIEF SUMMARY OF ALLEGATIONS-----

Please describe what happened to you. State how you were discriminated against. What happened? When did it happen? Be sure to address each Action you checked on page one and each Basis you addressed on page two. *[Please read the instruction sheet before writing your brief summary.]*

I, Mortimer Adramelech, on my own behalf and as a minister of the Iowa congregation of The Satanic Temple, Inc. ("TST") bring this action due to the discrimination we and our impacted Iowa congregation have experienced. TST has been the victim of highly publicized and well documented discrimination on the basis of our religious beliefs.

On March 7, 2026, we properly submitted a Capitol Building Application to hold an event in the 1st Floor Rotunda—East entitled TST Iowa Holiday Display Day on December 12, 2026. (Exhibit 1). In our application, the Event was described as follows: "TST Iowa's holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. Everything will be family-friendly, and our display will be always attended to by at least one member of our congregation at all times." (Exhibit 1).

As of May 18, 2026, over two months later, we have not received any response to our application. Other organizations have had events approved on the calendar as far out as January and February 2027. This timeline in conjunction with the experiences of the last two years indicates that Respondents do not intend to consider our application seriously or fairly, but instead likely intended to deny it nearer to the event date as they have in the pasts.

As a matter of process, when DAS receives an application, the events coordinator acknowledges receipt and places the event on the calendar within one to two business days. (Exhibit 2). This has been the case with all of the applications we were able to review. (Exhibit 2). We did not see any application that just went completely unanswered. In our case DAS has refused to even take the state of acknowledging receipt, let alone place the event of the calendar.

Respondents' treatment of TST is different and worse than how they treat others who seek to hold events at the Capitol, based only on our religion. We believe their ongoing failure to respond is a functional denial, since we cannot proceed with scheduling our event. And, on an ongoing basis, we are being denied services on equal terms to others because Respondents' disfavor our religion.

The Iowa Department of Administrative Services ("IDAS"), has failed to provide a response on our 2026 application to hold a holiday display and an event in the Iowa Capitol Building Rotunda. They have previously denied our application based on religious discrimination.

IDAS through its Director also denied our 2025 application to hold a holiday display and event in the Iowa Capitol Building Rotunda—both (1) on the basis of our religion and/or their perception of our religion and (2) in retaliation for our prior reports of discrimination.

On September 29, 2025, we properly submitted a Capitol Building Application to hold an event in the 1st Floor Rotunda—East entitled TST Iowa Holiday Display Day (the "Event") on December 13, 2025. (Exhibit 2). In our application, the Event was described as follows: "TST Iowa's holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. Everything will be family-friendly, and our display will be always attended to by at least one member of our congregation." (Exhibit 3).

On October 29, 2025, Suzy Trotter, the Capitol Complex Events Coordinator for IDAS, informed us that the Event was added to the Capitol Complex Events Calendar and requested us to complete and submit a Memorandum of Understanding ("MOU") "with a sketch and / or details of the event." (Exhibit 2). We did so and submitted the requested MOU and information on November 4, 2025. (Exhibit 3). 6

On November 6, 2025, she requested additional information about the event. (Exhibit D). On November 11, 2025, I provided the requested information. (Exhibit 3). On November 24, 2025, I received an email from Suzy Trotter stating "this request is not.

On June 10, 2025, we filed a civil rights complaint against Adam Steen, IDAS, and IGOV for the discriminatory denial of our 2024 event application. We incorporate here the allegations from those complaints. (CP# 07-25-84063 & 07-25-84064). On November 24, 2025 the OCR provided its Tier 1 Investigative Report, recommending further investigation in the cases. (Ex. 3).

In 2024, TST Iowa submitted its application on October 7, 2024 — months in advance. We completed all requested forms and provided supplementary information and materials on October 21, 2024. With no response, we followed up to check on the status of our application on November 4, 2024 and again on November 12, 2024. It was not until December 3, 2024, mere weeks prior to the planned Event-date, that IDAS requested still more information about the Event, which we provided immediately, and then not until December 10, 2024 — days prior to the planned event, that IDAS issued its summary denial. All our attempts to resolve the purported concerns were ignored.

This timeline indicates that Respondents never intended to consider our application seriously or fairly, but instead always intended to deny it. The timeline also indicates that Respondents intentionally delayed in communicating their decision to us, in contrast to a more typical timeline to process other event applications for individuals and groups associated with, or perceived to be associated with, non-Satanic religions. They did so because it left us scrambling to try and appease their concerns by modifying the Event at the last minute and excused them the embarrassment of drawn-out publicity concerning their unwarranted cancellation and their ongoing refusal to engage with us on the Event. By delaying, they were able to ignore us and refuse to entertain our offers to, for example, omit the costume contest and reschedule. In part through this delay, Respondents were able to prevent the Event entirely and deprive us of equal access to the Capitol during the 2024 and 2025 holiday seasons and are now using the same tactic to deny our application for our upcoming 2026 holiday event.

This most recent denial is just another in the string of repeated denials of the TST application to hold a holiday display and event in the Iowa Capitol Building Rotunda in 2024 and 2025—both (1) on the basis of our religion and/or their perception of our religion and (2) in retaliation for our prior reports of discrimination. I would like to incorporate all evidence from our previous cases CP# 84063 & 07-25-84064, CP# 85526, CP# 85468 (Ex. 3).

I certify under penalty of perjury and pursuant to the laws of the State of Iowa and the laws of the United States of America that the preceding charge is true and correct.

X Martinez Oduvadech
Signature of Complainant (REQUIRED)

May 18, 2026
Date

It is not necessary that you provide any additional documentation at this time. Be aware that any additional documentation provided with your complaint form will be sent out to all named parties along with this form. An opportunity to provide additional documentation will be given at a later time if/when the complaint is accepted by the IOCR. Any submitted additional documentation/narration of more than five pages may result in a delay in the processing of your complaint.

IOWA OFFICE OF CIVIL RIGHTS

Contact Information

Note: This information will NOT be given out to anybody.
It is for IOCR use only.

Your Name: Mortimer Adramelech

Contact Person

Please provide the name and telephone number of a relative or friend who will always know where you can be reached. Your "Contact Person" should be someone who does not live with you.

Name: ACLU of Iowa, ATTN: Shefali Aurora, Rita Bettis Austen, and Thomas Story

Mailing Address: 505 5th Ave, Ste 808

City: Des Moines

State: Iowa

Zip Code: 50309

Telephone #: (home) _____

(work) _____

(cell) 515-771-6974

E-mail: shefali.aurora@aclu-ia.org, rita.bettis@aclu-ia.org, thomas.story@aclu-ia.org

☒ Please check box if the above listed Contact Person is Complainant's attorney and is representing the Complainant before the IOCR. If applicable, please be sure to include firm name below if applicable.

ACLU of Iowa

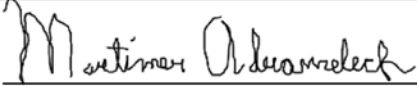
IOWA OFFICE OF CIVIL RIGHTS

Authorization Release Form

I hereby authorize anyone possessing medical, education, personnel, income, credit, or any other information necessary for a full and complete investigation, mediation, or conciliation of my complaint to furnish such information to the Iowa Office of Civil Rights and any other anti-discrimination agency.

I hereby release anyone so authorized, the Iowa Office of Civil Rights, and any other anti-discrimination agency from all liability for any damages whatsoever in furnishing and obtaining such information.

Name: Mortimer Adramelech

Signature:  Date: May 18, 2026

Additional Documents from Complainant

Exhibit 1- 2026 Application

EXHIBIT 1



Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>

Capitol Building Application - ACB979 - TST Iowa Holiday Display - 12/12/2026

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Sat, Mar 7, 2026 at 11:11 PM

Reply-To: capitol.complex.events@iowa.gov

To: mortimer.adramelech@thesatanictemple.org

Cc: nemesis.melmoth@thesatanictemple.org

Mortimer Adramelech,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB979

Date of Form Submission: 3/7/2026 23:11:25

Form Submission Values:

Representative's Name: Mortimer Adramelech

Address: 827 Spring St, Apt 221

City: Grinnell

State: Iowa

Zip Code: 50112

Email Address: mortimer.adramelech@thesatanictemple.org

Phone Number: 515-718-3228

Name (On-site): Nemesis Melmoth

Email Address (On-site): nemesis.melmoth@thesatanictemple.org

Phone Number (On-site):

Event Requestor: The Satanic Temple Iowa

Address (Requestor):

City (Requestor):

State (Requestor): Iowa

Zip Code (Requestor):

Location: 1st Floor Rotunda - East

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: TST Iowa Holiday Display

Web Page With Event Information:

Event Detail: TST Iowa's holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. Everything will be family-friendly, and our display will be attended to by at least one member of our congregation at all times.

Event Date: 12/12/2026

Start Time: 8:00:00 AM

End Time: 4:00:00 PM

Exhibit 2- 2026 Application Compilation

EXHIBIT 2

ATTACHMENT A



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Re: RIC & Voluntary Insurance Providers - RICVIP35

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Wed, Dec 3, 2025 at 12:47 PM

To: "Monahan, Shawn P" <Shawn.Monahan@corebridgefinancial.com>

Cc: "Dennis, Kathleen" <kathy.dennis@corebridgefinancial.com>

Shawn and Kathy, attached is the finalized agreement. I will loop you in an email with the RIC team for communications and marketing.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Wed, Dec 3, 2025 at 9:16 AM Monahan, Shawn P <Shawn.Monahan@corebridgefinancial.com> wrote:

Suzy,

Signed agreement is attached!

Thanks again for all your efforts on this. We'll plan on getting you the proposal in November every year. That worked great!

Thanks,

Shawn



Shawn Monahan

Financial Advisor

Corebridge Financial

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950 Office Park Road, STE 328 | West Des Moines, IA 50265

Cell: 515-240-1233 | Fax: 515-336-6529 | Client Care: 800-448-2542 shawn.monahan@corebridgefinancial.com
corebridgefinancial.com | www.corebridgefinancial.com/rs



From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> **On Behalf Of** Capitol Complex, Events
Sent: Wednesday, December 3, 2025 9:01 AM
To: Dennis, Kathleen <kathy.dennis@corebridgefinancial.com>
Cc: Monahan, Shawn P <Shawn.Monahan@corebridgefinancial.com>
Subject: [EXTERNAL] Re: Re: RIC & Voluntary Insurance Providers - RICVIP35

Because the agreement has yet to be signed by your organization, I did amend accordingly and attached for your review and signature.

Once we have a signed agreement I will connect you with HR for the communications and marketing of the events

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
109 S.E. 13th St., Des Moines, IA 50319
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>

On Wed, Dec 3, 2025 at 8:52 AM Dennis, Kathleen <kathy.dennis@corebridgefinancial.com> wrote:

Changing to 8:30 to 11 will work.

[Click here](#) to schedule an appointment

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Kathy Dennis

Financial Advisor

Corebridge Financial

125 W Main | Saint Charles, IA 50240

Cell: 515-782-6766 | Fax: 515-461-2811 | Client Care Center: 800-448-2542

Kathy.Dennis@corebridgefinancial.com | www.corebridgefinancial.com/retire



From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> **On Behalf Of** Capitol Complex, Events
Sent: Wednesday, December 3, 2025 8:39 AM
To: Monahan, Shawn P <Shawn.Monahan@corebridgefinancial.com>; Dennis, Kathleen <kathy.dennis@corebridgefinancial.com>
Subject: [EXTERNAL] Re: RIC & Voluntary Insurance Providers - RICVIP35

Hi - I received a note from IUC "Can you let Corebridge know that we no longer have a conference room available for January 28, 2026 from 11:30 - 2pm. Can they possibly do morning from 8:30 - 11?" Let me know if you want to reschedule as proposed.

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
109 S.E. 13th St., Des Moines, IA 50319
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>

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On Thu, Nov 20, 2025 at 12:15 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi attached is the agreement for the informational events in the State of Iowa buildings on the Complex and 6200 Park Ave for 2026.

Please note:

- Thursday, February 19, 2026: The legislature will be in session. I expect the ground floor of the Capitol to be busy with lobbyists and small group meetings. You should be able to find an empty table to set up. Linked for your convenience is the calendar of events in the Rotunda and conference rooms.
[Capitol Complex Events](#)
[Legislature Social Calendar](#)
- IUC will only schedule three months in advance. I have you scheduled for January then will reach out to IUC for the other requests accordingly.
- Oran Pape public room is scheduled as requested, however if DPS needs the room we will need to cancel or relocate to an open area.

Let me know if you have any questions.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>

On Wed, Nov 19, 2025 at 1:12 PM <donotreplycontactus@iowa.gov> wrote:

Shawn Monahan,

The following request was submitted on the RIC & Voluntary Insurance Providers Form.

Application Number: RICVIP35

Date of Form Submission: 11/19/2025 13:12:00

Form Submission Values:

Application Number: RICVIP35

Date of Form Submission: 11/19/2025 13:12:00

Form Submission Values:

Representative's Name: Shawn Monahan

Address: 950 Office Park Road STE 328

City: WDM

State: Iowa

Zip Code: 50265

Email Address: shawn.monahan@corebridgefinancial.com

Phone Number: 515-240-1233

Name (On-Site): Corebridge 2026 on-site schedule

Phone Number (On-Site): 515-240-1233

Email Address (On-Site): shawn.monahan@corebridgefinancial.com

Select your Approved Provider Benefit Program.: Retirement Investors' Club (RIC)

Provide your Approved Provider's Webpage.: <https://www.corebridgefinancial.com/rs>

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Name (Requestor): Shawn Monahan
Address (Requestor): 950 Office Park Road STE 328
City (Requestor): WDM
State (Requestor): Iowa
Zip Code (Requestor): 50265
Event Details: Submitted spreadsheet for 2026 events
Event 1
Event 1 - Location: see spreadsheet
Event 1 - Date: 1/1/2026
Event 1 - Start Time: 9:00:00 AM
Event 1 - End Time: 10:00:00 AM
Event 2
Event 2 - Location:
Event 2 - Date:
Event 2 - Start Time:
Event 2 - End Time:
Event 3
Event 3 - Location:
Event 3 - Date:
Event 3 - Start Time:
Event 3 - End Time:
Event 4
Event 4 - Location:
Event 4 - Date:
Event 4 - Start Time:
Event 4 - End Time:
Event 5
Event 5 - Location:
Event 5 - Date:
Event 5 - Start Time:
Event 5 - End Time:

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Corebridge Financial 2025 v2 Final.pdf
247K

ATTACHMENT B



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Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

MARK CAMPBELL, DIRECTOR

**Memorandum of Understanding
Between
Corebridge Financial
And
The Iowa Department of Administrative Services
For
Retirement Investors' Club (RIC) Informational Events**

1. **Purpose.** The purpose of this Memorandum of Understanding ("MOU") is to set forth the terms and conditions of the agreement between the Iowa Department of Administrative Services ("DAS") and Corebridge Financial ("Event Requestor") for the Retirement Investors' Club (RIC) Informational Events ("Event"). Event Requestor manages, operates, controls, and hosts the Event. Event Requestor will be allowed the non-exclusive use to host the Event in the designated Event Area for the Duration of this MOU subject to the terms and conditions therein.
 - 1.1. **Exemption.** State agencies (as defined in Iowa Code section 669.2(5)) acting in an official capacity and the World Food Prize whose primary location for the annual ceremony is the Capitol Complex (Iowa Code section 15.368) are exempt from time and place restrictions except as otherwise required by law or imposed within the sole discretion of DAS.
2. **Duration.** This MOU exclusively pertains to the, Event. ~~Event requests shall be received at least 30 calendar days prior to the event date.~~ Event Requestor is approved for the use of the designated Event Areas on the dates and times listed in Exhibit A "Corebridge Financial Retirement Investors' Club (RIC) Informational Events". ~~An Event may not exceed 1 day. An Event Requestor, including any affiliate, conduit, designee, partner, or subunit, may not hold more than one event per calendar year.~~
3. **Event Area.** Event Areas are as listed on Exhibit A in the State of Iowa office buildings ~~on the Capitol Complex~~ in Des Moines, IA. DAS will make the Event Area available in accordance with the terms of this MOU.
 - 3.1. **Site Map.** The Event Area will be restricted to the area identified on Exhibit A ("Corebridge Financial Retirement Investors' Club (RIC) Informational Events"). Site map identifies the perimeter of the Event Area and the location of equipment or displays for the Event. The Event Requestor is responsible for demarcating the Event Area and, if required by DAS, obtain and erect barriers as set forth on the Site Map. Event Requestor shall not conduct the Event at any other location on the Capitol Complex without written approval from DAS.
 - 3.2. **Relocating/Rescheduling of Event.** In the event DAS has to restrict the usage of the Event Area agreed upon in this MOU for any reason, DAS will work in good faith with the Event Requestor to locate an alternative location and/or date on the Capitol Complex. DAS only anticipates this occurring due to unforeseen or extraordinary circumstances.
 - 3.3. **Compliance with Laws.** Event Requestor agrees to comply with all applicable laws in its use of the Event Area including, but not limited to, provisions of the Iowa Code and DAS's administrative rules governing use of the Capitol Complex.
4. **Charges, Insurance, Indemnification.** Event Requestor is exclusively responsible for financing the Event.
 - 4.1. **Costs to Access.** Event Requestor may conduct the Event within the Event Area without rent or charge.
 - 4.2. **Vendor Services.** Event Requestor will be solely responsible for all expenses and costs charged by vendors. Event Requestor will pay all vendors directly.
 - 4.3. **Liability.** Pursuant to the requirements set forth in Iowa Administrative Code rule 11—100.4(6), Event Requestor acknowledges responsibility and is responsible for any damages occurring during the Event and agrees to reimburse the State of Iowa and the Iowa Department of Administrative Services for such damage to state property, services provided by or through DAS to support the Event, and necessary clean-up after Event Requestor departs the Capitol Complex. Any billing from DAS submitted to Event Requestor shall be paid in full within thirty (30) days of receipt.
 - 4.4. **Indemnification.** Event Requestor agrees to be fully responsible for and/or indemnify and hold harmless the State of Iowa, the Iowa Department of Administrative Services, and all of their agents and employees from any

and all claims, liabilities, damages, settlements, judgments, costs, and expenses directly or indirectly caused by, related to, or arising from Event Requestor's access, parking, and conducting business under this MOU.

4.5. Insurance. Event Requestor is not required to obtain liability insurance for the Event; however, this does not relieve Event Requestor of any Charges or Indemnification pursuant to this MOU.

4.6. Billing Address.

Corebridge Financial
950 Office Park Road STE 328
West Des Moines, IA 50265

5. Standard of Care Obligation. Event Requestor acknowledges that it will be held to a standard of care appropriate given the historical property it has endeavored to use for this Event. Care is to be taken for all areas utilized throughout the Capitol Complex. Event Requestor is exclusively responsible for the Event including set up, tear down, and Event activities.

5.1. Equipment and Displays. Event Requestor will provide all equipment necessary to conduct the Event. The State of Iowa is not responsible for any damages, loss, or theft to equipment or displays provided, owned or used by Event Requestor.

5.2. Display Design. Display design identifying specific size and location must be approved in advance by DAS. All displays must be free standing and may not be affixed or supported by any other surfaces. Display will not restrict traffic flow and will not pose a hazard for persons with disabilities. If required by DAS, the Event Requestor will incorporate a baseboard into the design surrounding the entire display. The Event Requestor will provide signage at the display location containing a disclaimer stating the display is not owned, maintained, promoted, supported by or associated with the State of Iowa. The use of an unattended display is prohibited. Refer to Exhibit C for additional guidelines.

5.3. Signage. Event Requestor will not hang signs on the Capitol Complex including but not limited to buildings, lampposts, traffic signs, trees, sidewalks, existing signs, monuments, etc.

5.4. Protective Surface. Event Requestor will take all reasonable steps to protect surfaces, ground, and buildings from damage from Event Requestor's equipment or display.

5.5. Power. Event Requestor is approved to use the electrical outlets at the Event Area. Event Requestor will hire and/or obtain its own power beyond the electrical outlets provided. Any such generator must be grounded as per code. Event Requestor will secure all cables in a safe manner with a non-adhesive cable cover.

5.6. Restrooms. Restrooms are available in the buildings on Capitol Complex during normal business hours. Event Requestor will provide a sufficient amount of portable restrooms and handicapped restrooms as necessary to support the expected participation for the Event. Such portable restrooms would be allowed during the date and time indicated on this MOU Duration. Portable restrooms would be placed in the Event Area on a concrete surface not impeding pedestrian foot traffic, i.e. sidewalks and cross walks.

5.7. Tents, canopies and inflatables (outdoor events only). Upon approval from DAS, Event Requestor may set tents, canopies and inflatables in the Event Area. Approved tents, canopies and inflatables will be secured with weights.

5.8. Street/Sidewalk Closures. Event Requestor will provide appropriate street/sidewalk closure barricades for the closure of street(s) and/or sidewalk(s) on the Capitol Complex. All street and sidewalk closures must be reviewed and approved by DAS and submitted on the site map provided to DAS. Event Requestor will seek approval from the City of Des Moines for the closure of city streets and/or sidewalks.

5.9. Ground Penetration. Event Requestor will follow the "Digging/Ground Penetration Approval Procedures for the Capitol Complex" before penetrating the soil in any way, with signs, posts, etc. Any holes/penetration, etc., must be repaired immediately following the conclusion of the Event.

5.10. Clean-up/Waste Removal. Event Requestor will provide waste receptacles to collect waste from the Event Area. Event Requestor will remove all waste generated during the Event from the Event Area. Capitol Complex waste receptacles in the Event Area used by the Event will be emptied and replaced by the Event Requestor with clean 45" x 48" bags. Parking lots, streets and sidewalks utilized for the Event will be cleaned by Event Requestor.

5.11. Security. If the Event Requestor requires security for the Event, the Event Requestor shall obtain private security and shall be responsible for all private security costs.

5.12. Vehicles. Event Requestor will not drive any vehicle on any sidewalk, lawn or landscaping except as provided herein. Turf type vehicles, such as golf carts may be driven on sidewalks and lawn. At no time may any vehicle park on the lawn.

5.13. Parking. Capitol Complex non-gated parking lots for visitors as well as the parking structure on the corner of E. Grand Avenue and Pennsylvania Avenue may be available for the Event. Parking designated for state employee and reserved parking is not available for Event parking between 6 a.m. and 6 p.m., Monday-Friday,

unless otherwise posted and with the exception of state designated holidays. Improper use of any “Persons with Disabilities” parking spaces is subject to a fine and towing at the owner’s expense.

5.14. Not Permitted on Capitol Complex.

- Admission fees;
- Alcohol;
- Use of tobacco;
- Fireworks;
- Horses or other livestock (except on streets);
- Sidewalk chalk/paint;
- Popcorn poppers for use in buildings;
- Open flame (except for outdoor cooking or catering equipment with prior approval from DAS and compliance to requirements in Exhibit B);
- Sale of merchandise (except for the sale of food associated with the Event).
- Helium Balloons are not allowed in the Capitol Building.

5.15. Additional Limitation. Because the Capitol Complex is often a destination for children (persons under the age of eighteen) learning about their State government, visual displays, sounds, and other actions that are harmful to minors including, but not limited to, obscene materials (as defined in Iowa Code section 728.1(5)), and gratuitous violence or gore are not permitted at the Capitol Complex. “Obscene material” is any material depicting or describing the genitals, sex acts, masturbation, excretory functions or sadomasochistic abuse which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value. “Gratuitous violence or gore” means any depiction of severe bodily injury or blood, organs, or other bodily fluids, which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value.

6. Event Requestor Coordinator(s):

Shawn Monahan
515.698.6079 shawn.monahan@corebridgefinancial.com

7. DAS Event Coordinator.

Suzy Trotter
109 S. E. 13th Street, Des Moines, Iowa 50319
Office: 515.281.7259 Cell: 515.631.9247 Email: capitol.complex.events@iowa.gov

8. MOU Administration.

- 8.1. Amendments.** This MOU may be amended in writing by mutual consent of the parties. All amendments to this MOU must be in writing and fully executed by the parties.
- 8.2. Assignment and Delegation.** This MOU may not be assigned, transferred or conveyed in whole or in part without the prior written consent of the other party.
- 8.3. Integration.** This MOU represents the entire MOU between parties. The parties shall not rely on any representation that may have been made which is not included in this MOU.
- 8.4. Headings or Captions.** The paragraph headings or captions used in this MOU are for identification purposes only and do not limit or construe the contents of the paragraphs.
- 8.5. Supersedes Former MOUs or Agreements.** This MOU supersedes all prior MOUs or Agreements between the parties for the services provided in connection with this MOU.
- 8.6. Governing Law.** This agreement, and any disputes arising from it, shall be construed in accordance with Iowa law. Venue for any lawsuits resulting from it shall be Des Moines, Polk County, Iowa.
- 8.7. Interpretation.** The State and Event Requestor, and their respective attorneys, have been provided an opportunity to review and revise this document prior to signing it. Ambiguities shall be interpreted as if both parties drafted the agreement together.

9. Termination. This MOU automatically terminates at -11:30 a.m. on -Thursday, November 20, 2025. Event Requestor’s obligations under this MOU continue beyond its termination.

- 10. Signatures.** Event Requestor, through the signature of its duly authorized representative identified below, affirmatively represents the signatory possesses all necessary power, authority and legal capacity to (1) act on behalf of Event Requestor; (2) enter into and bind Event Requestor to perform Event Requestor's obligations under this MOU; and (3) accept written notice for Event.

Charlee Cross

Charlee Cross, Chief Operating Officer
Department of Administrative Services
General Services Enterprise

12/3/2025

Date

Shawn Monahan

Duly Authorized Event Requestor Representative
Shawn Monahan
Corebridge Financial

12/3/2025

Date

Exhibit A
Corebridge Financial Retirement Investors' Club (RIC) Informational Events

Set up for the Event will maintain a five-foot egress leading to all exits. The Event will not disturb employees or other guests in the building(s), visually or audibly. Building furniture will not be moved. Employees and guests of the building(s) in the area will not be curtailed and the egress will be free of obstructions. Sponsor will use tables and chairs as provided in the Event Area or supply their own if needed.

2026 Corebridge Financial RIC Informational Events				
Date	Start Time	End Time	Location	Person
Tuesday, January 6, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Tuesday, January 6, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Tuesday, January 6, 2026	10:45 AM	12:30 PM	IWD: ground floor hallway	Shawn
Wednesday, January 7, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Tuesday, January 20, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Wednesday, January 21, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Monday, January 26, 2026	11:30 AM	2:00 PM	Jessie Parker	Shawn
Wednesday, January 28, 2026	8:30 AM	11:00 AM	IUC Room 2	Kathy
Wednesday, February 4, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Tuesday, February 17, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Wednesday, February 18, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Thursday, February 19, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Thursday, February 19, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Thursday, February 19, 2026	10:45 AM	12:30 PM	Capitol Building	Shawn
Thursday, March 5, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Wednesday, March 11, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Wednesday, March 11, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Wednesday, March 11, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Wednesday, March 18, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Thursday, April 9, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Thursday, April 9, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Thursday, April 9, 2026	10:45 AM	12:30 PM	IWD: ground floor hallway	Shawn
Wednesday, April 15, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Monday, April 20, 2026	11:30 AM	2:00 PM	Jessie Parker	Shawn
Wednesday, April 22, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Thursday, April 23, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Wednesday, April 29, 2026	11:30 AM	2:00 PM	IUC - Pending	Kathy
Wednesday, May 6, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Wednesday, May 6, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Wednesday, May 6, 2026	10:45 AM	12:30 PM	Capitol Building	Shawn
Tuesday, May 12, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Thursday, May 14, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Thursday, May 14, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Thursday, June 4, 2026	12:30 PM	2:00 PM	Lucas	Kathy

Memorandum of Understanding

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Corebridge Financial

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2026 Corebridge Financial RIC Information Events

Date	Start Time	End Time	Location	Person
Tuesday, June 9, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Tuesday, June 9, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Thursday, June 11, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Monday, July 13, 2026	11:30 AM	2:00 PM	Jessie Parker	Shawn
Tuesday, July 14, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Tuesday, July 14, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Tuesday, July 14, 2026	10:45 AM	12:30 PM	IWD: ground floor hallway	Shawn
Wednesday, July 15, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Thursday, July 16, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Tuesday, July 28, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Thursday, July 30, 2026	11:30 AM	2:00 PM	IUC - Pending	Kathy
Tuesday, August 4, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Wednesday, August 5, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Wednesday, August 5, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Wednesday, August 5, 2026	10:45 AM	12:30 PM	Capitol Building	Shawn
Thursday, August 6, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Thursday, August 27, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Wednesday, September 2, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Wednesday, September 9, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Wednesday, September 16, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Wednesday, September 16, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Wednesday, September 16, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Thursday, October 1, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Tuesday, October 13, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Tuesday, October 13, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Tuesday, October 13, 2026	10:45 AM	12:30 PM	IWD: ground floor hallway	Shawn
Thursday, October 15, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Monday, October 19, 2026	11:30 AM	2:00 PM	Jessie Parker	Shawn
Thursday, October 22, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Tuesday, October 27, 2026	11:30 AM	2:00 PM	IUC - Pending	Kathy
Thursday, November 5, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Thursday, November 12, 2026	12:00 PM	2:00 PM	Hoover	Kathy
Thursday, November 12, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Thursday, November 12, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Thursday, November 12, 2026	10:45 AM	12:30 PM	Capitol Building	Shawn
Thursday, November 19, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Tuesday, December 1, 2026	12:30 PM	2:00 PM	Lucas	Kathy
Wednesday, December 2, 2026	7:45 AM	8:45 AM	Grimes	Shawn
Wednesday, December 2, 2026	9:00 AM	10:30 AM	Oran Pape	Shawn
Wednesday, December 2, 2026	11:30 AM	2:00 PM	6200 Park	Shawn
Thursday, December 3, 2026	12:00 PM	2:00 PM	Hoover	Kathy

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Revised July 26, 2024

Exhibit B
Catering Equipment and Outdoor Cooking

Catering Equipment Requirements

- Portable food warming devices that are fueled (i.e. Sterno) shall have non-combustible lids for immediate use for each warming device.
- The warming device shall be on a noncombustible protective material to prevent tipping and damage.
- The devices shall be continuously under the care and control of a competent person.
- A fire extinguisher must be provided by the Event Requestor and located to be readily available for use.

Outdoor Cooking Requirements

- A designated person of the Event Requestor will need to be responsible for lighting, kindling and maintaining the self-supporting outdoor cooking equipment.
- Cooking equipment will be at a minimum of 20 feet of any building.
- Cooking equipment will be at a minimum of 10 feet between other cooking equipment, vehicles, trash containers or other significant quantities of combustible materials.
- If propane tanks are used, all connections are to be soap tested prior to ignition. LP containers and equipment must be in compliance with acceptable NFPA (National Fire Protection Association) Code.
- The fire shall be continuously under the care and control of a competent person until it is extinguished. In addition, a fire extinguisher must be provided by the Event Requestor and located to be readily available for use.
- Outdoor cooking equipment shall be on a noncombustible protective material to prevent damage. Outdoor cooking equipment may be placed on the grass with protective material; however, this does not relieve Event Requestor of any Charges or Indemnification as a result of damage to the grass.
- If outdoor conditions pose a high risk of the fire spreading, such as high winds or extremely dry conditions, the Iowa Department of Administrative Services and/or Iowa State Patrol Post 16 reserves the right to require the Event Requestor to discontinue use of the cooking equipment to protect the public and facilities.

Exhibit C
Display Guidelines

Capitol Building Displays

- Displays are considered an 'event' as we are coordinating the use of the space.
- The 1st Floor Rotunda in the Capitol has four defined spaces for groups to reserve.
- All groups must submit a photo with dimensions of the display for approval. Dimensions will not exceed 7 foot wide and 7 foot deep.
- Displays in the building have a height cap of 9 foot, so not to interfere with electronic smoke detectors.
- Displays will not be allowed to impede the egress.
- Displays are required to provide a baseboard so those with visual impairments using a cane can identify obstacles.
- Events / Displays may be refused if it would be disruptive of official state business or to the public health, safety and welfare, or is inconsistent with Iowa Administrative Code.
- The time limit allows for maintenance / cleaning of the area.
- All approved displays will provide signage at the display location containing a disclaimer stating the display is not owned, maintained, promoted, supported by or associated with the State of Iowa.

Outdoor Displays

- Outdoor displays are considered temporary site features and must be submitted to the Capitol Planning Commission Site Features Committee for review and approval. (<https://das.iowa.gov/state-employees/general-services/capitol-planning-commission/site-features>)

ATTACHMENT C



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB787 - Iowans Unafraid - 2/12/2026

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Jan 12, 2026 at 3:32 PM

Reply-To: capitol.complex.events@iowa.gov

To: grant@1lovelegacy.com

Cc: grant@1lovelegacy.com

Grant Hill,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB787

Date of Form Submission: 1/12/2026 15:32:13

Form Submission Values:

Representative's Name: Grant Hill

Address: 212 N Carpenter St

City: Keota

State: Iowa

Zip Code: 52248

Email Address: grant@1lovelegacy.com

Phone Number: 641-295-0146

Name (On-site): Grant Hill

Email Address (On-site): grant@1lovelegacy.com

Phone Number (On-site): 641-295-0146

Event Requestor: Iowans Unafraid

Address (Requestor): PO Box 64

City (Requestor): Altoona

State (Requestor): Iowa

Zip Code (Requestor): 50009

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowans Unafraid

Web Page With Event Information: <https://www.iowansunafraid.org/>

Event Detail: We will have a table and some paperwork.

Event Date: 2/12/2026

Start Time: 9:00:00 AM

End Time: 3:00:00 PM

ATTACHMENT D



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB787 - Iowans Unafraid - 2/12/2026

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: grant@1lovelegacy.com

Mon, Jan 12, 2026 at 3:53 PM

Hi Grant- your application is a request to hold an event on 2/12/2026. Unfortunately, groups can only hold one event per calendar year. I am wondering if you were planning to request a date in 2027?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Jan 12, 2026 at 3:32 PM <donotreplycontactus@iowa.gov> wrote:

Grant Hill,

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Application Number: ACB787

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Form Submission Values:

Representative's Name: Grant Hill

Address: 212 N Carpenter St

City: Keota

State: Iowa

Zip Code: 52248

Email Address: grant@1lovelegacy.com

Phone Number: 641-295-0146

Name (On-site): Grant Hill

Email Address (On-site): grant@1lovelegacy.com

Phone Number (On-site): 641-295-0146

Event Requestor: Iowans Unafraid

Address (Requestor): PO Box 64

City (Requestor): Altoona

State (Requestor): Iowa

Zip Code (Requestor): 50009

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowans Unafraid

Web Page With Event Information: <https://www.iowansunafraid.org/>

Event Detail: We will have a table and some paperwork.

Event Date: 2/12/2026

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Start Time: 9:00:00 AM
End Time: 3:00:00 PM

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ATTACHMENT E



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB787 - Iowans Unafraid - 2/12/2026

1 message

Grant Hill <grant@1lovelegacy.com>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Mon, Jan 12, 2026 at 3:54 PM

No. Sorry we were unaware of the 1 event per year deal.

Thank you. We would like to schedule then for the first day of the session in 2027 then!

Strength in Struggle. Love without Limits. Legacy without End!

Grant Hill
Founder
1 Love Legacy

On Mon, Jan 12, 2026, 3:53 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:
Hi Grant- your application is a request to hold an event on 2/12/2026. Unfortunately, groups can only hold one event per calendar year. I am wondering if you were planning to request a date in 2027?

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
[109 S.E. 13th St., Des Moines, IA 50319](https://das.iowa.gov)
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
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Email Address: grant@1lovelegacy.com
Phone Number: 641-295-0146
Name (On-site): Grant Hill
Email Address (On-site): grant@1lovelegacy.com
Phone Number (On-site): 641-295-0146
Event Requestor: Iowans Unafraid

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Address (Requestor): PO Box 64
City (Requestor): Altoona
State (Requestor): Iowa
Zip Code (Requestor): 50009
Location: 1st Floor Rotunda - East, North, West, South
Expected Attendance: 25 or less
Catering Equipment and Outdoor Cooking: Neither
Event Title: Iowans Unafraid
Web Page With Event Information: <https://www.iowansunafraid.org/>
Event Detail: We will have a table and some paperwork.
Event Date: 2/12/2026
Start Time: 9:00:00 AM
End Time: 3:00:00 PM

RECEIVED BY IOCR 05/19/2026

ATTACHMENT F



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB787 - Iowans Unafraid - 2/12/2026

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Grant Hill <grant@1lovelegacy.com>

Mon, Jan 12, 2026 at 3:56 PM

I can add you to the calendar for 1/11/2027. Do you truly need the entire Rotunda - all four sections? Today you had one table in the east section.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Jan 12, 2026 at 3:54 PM Grant Hill <grant@1lovelegacy.com> wrote:

No. Sorry we were unaware of the 1 event per year deal.

Thank you. We would like to schedule then for the first day of the session in 2027 then!

Strength in Struggle. Love without Limits. Legacy without End!

Grant Hill

Founder

1 Love Legacy

On Mon, Jan 12, 2026, 3:53 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi Grant- your application is a request to hold an event on 2/12/2026. Unfortunately, groups can only hold one event per calendar year. I am wondering if you were planning to request a date in 2027?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

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capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

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RECEIVED BY IOCR 05/19/2026

On Mon, Jan 12, 2026 at 3:32 PM <donotreplycontactus@iowa.gov> wrote:

Grant Hill,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB787

Date of Form Submission: 1/12/2026 15:32:13

Form Submission Values:

Representative's Name: Grant Hill

Address: [212 N Carpenter St](#)

City: Keota

State: Iowa

Zip Code: 52248

Email Address: grant@1lovelegacy.com

Phone Number: 641-295-0146

Name (On-site): Grant Hill

Email Address (On-site): grant@1lovelegacy.com

Phone Number (On-site): 641-295-0146

Event Requestor: Iowans Unafraid

Address (Requestor): PO Box 64

City (Requestor): Altoona

State (Requestor): Iowa

Zip Code (Requestor): 50009

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowans Unafraid

Web Page With Event Information: <https://www.iowansunafraid.org/>

Event Detail: We will have a table and some paperwork.

Event Date: 2/12/2026

Start Time: 9:00:00 AM

End Time: 3:00:00 PM

RECEIVED BY IOCR 05/19/2026

ATTACHMENT G



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB787 - Iowans Unafraid - 2/12/2026

1 message

Grant Hill <grant@1lovelegacy.com>

Mon, Jan 12, 2026 at 4:00 PM

To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Oh goodness no! Just the same spot we were at today! I was confused with the options!

Strength in Struggle. Love without Limits. Legacy without End!

Grant Hill
Founder
1 Love Legacy

On Mon, Jan 12, 2026, 3:57 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

I can add you to the calendar for 1/11/2027. Do you truly need the entire Rotunda - all four sections? Today you had one table in the east section.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Mon, Jan 12, 2026 at 3:54 PM Grant Hill <grant@1lovelegacy.com> wrote:

No. Sorry we were unaware of the 1 event per year deal.

Thank you. We would like to schedule then for the first day of the session in 2027 then!

Strength in Struggle. Love without Limits. Legacy without End!

Grant Hill
Founder
1 Love Legacy

On Mon, Jan 12, 2026, 3:53 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi Grant- your application is a request to hold an event on 2/12/2026. Unfortunately, groups can only hold one event per calendar year. I am wondering if you were planning to request a date in 2027?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

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515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Mon, Jan 12, 2026 at 3:32 PM <donotreplycontactus@iowa.gov> wrote:

Grant Hill,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB787

Date of Form Submission: 1/12/2026 15:32:13

Form Submission Values:

Representative's Name: Grant Hill

Address: [212 N Carpenter St](#)

City: Keota

State: Iowa

Zip Code: 52248

Email Address: grant@1lovelegacy.com

Phone Number: 641-295-0146

Name (On-site): Grant Hill

Email Address (On-site): grant@1lovelegacy.com

Phone Number (On-site): 641-295-0146

Event Requestor: Iowans Unafraid

Address (Requestor): PO Box 64

City (Requestor): Altoona

State (Requestor): Iowa

Zip Code (Requestor): 50009

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowans Unafraid

Web Page With Event Information: <https://www.iowansunafraid.org/>

Event Detail: We will have a table and some paperwork.

Event Date: 2/12/2026

Start Time: 9:00:00 AM

End Time: 3:00:00 PM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT H



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB787 - Iowans Unafraid - 2/12/2026

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Grant Hill <grant@1lovelegacy.com>

Tue, Jan 13, 2026 at 12:26 PM

Hi Grant, I have your event pending on the 2027 calendar. Our office will follow up with an agreement at a later date to confirm Application Number: ACB787. Please contact our office if your plans change so we can update our records and the calendar accordingly.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Jan 12, 2026 at 4:01 PM Grant Hill <grant@1lovelegacy.com> wrote:

Oh goodness no! Just the same spot we were at today! I was confused with the options!

Strength in Struggle. Love without Limits. Legacy without End!

Grant Hill

Founder

1 Love Legacy

On Mon, Jan 12, 2026, 3:57 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

I can add you to the calendar for 1/11/2027. Do you truly need the entire Rotunda - all four sections? Today you had one table in the east section.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

[109 S.E. 13th St., Des Moines, IA 50319](mailto:capitol.complex.events@iowa.gov)

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

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On Mon, Jan 12, 2026 at 3:54 PM Grant Hill <grant@1lovelegacy.com> wrote:
No. Sorry we were unaware of the 1 event per year deal.

Thank you. We would like to schedule then for the first day of the session in 2027 then!

Strength in Struggle. Love without Limits. Legacy without End!

Grant Hill
Founder
1 Love Legacy

On Mon, Jan 12, 2026, 3:53 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:
Hi Grant- your application is a request to hold an event on 2/12/2026. Unfortunately, groups can only hold one event per calendar year. I am wondering if you were planning to request a date in 2027?

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
[109 S.E. 13th St., Des Moines, IA 50319](https://das.iowa.gov)
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Mon, Jan 12, 2026 at 3:32 PM <donotreplycontactus@iowa.gov> wrote:
Grant Hill,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB787
Date of Form Submission: 1/12/2026 15:32:13

Form Submission Values:

Representative's Name: Grant Hill
Address: [212 N Carpenter St](#)
City: Keota
State: Iowa
Zip Code: 52248
Email Address: grant@1lovelegacy.com
Phone Number: 641-295-0146
Name (On-site): Grant Hill
Email Address (On-site): grant@1lovelegacy.com
Phone Number (On-site): 641-295-0146
Event Requestor: Iowans Unafraid
Address (Requestor): PO Box 64
City (Requestor): Altoona
State (Requestor): Iowa
Zip Code (Requestor): 50009
Location: 1st Floor Rotunda - East, North, West, South
Expected Attendance: 25 or less
Catering Equipment and Outdoor Cooking: Neither
Event Title: Iowans Unafraid
Web Page With Event Information: <https://www.iowansunafraid.org/>
Event Detail: We will have a table and some paperwork.
Event Date: 2/12/2026

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Start Time: 9:00:00 AM
End Time: 3:00:00 PM

RECEIVED BY IOCR 05/19/2026

ATTACHMENT I

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB784 - SIYAC, YJC, and ISTEP Day on the Hill - 1/12/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Jan 12, 2026 at 6:01 AM

Reply-To: capitol.complex.events@iowa.gov

To: kayla.powell@hhs.iowa.gov

Cc: kayla.powell@hhs.iowa.gov

Kayla Powell,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB784

Date of Form Submission: 1/12/2026 6:01:21

Form Submission Values:

Representative's Name: Kayla Powell

Address: 321 E 12th street

City: Des Moines

State: Iowa

Zip Code: 50319

Email Address: kayla.powell@hhs.iowa.gov

Phone Number: 515-343-6412

Name (On-site): Kayla Powell

Email Address (On-site): kayla.powell@hhs.iowa.gov

Phone Number (On-site): 515-343-6412

Event Requestor: Iowa Department of Health and Human Services

Address (Requestor): 321 E 12th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50319

Location: 1st Floor Rotunda - West & South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: SIYAC, YJC, and ISTEP Day on the Hill

Web Page With Event Information:

Event Detail: 7a-8a: set up 8a-3:30: youth council tables 3:30-4: year down

Event Date: 1/12/2027

Start Time: 7:00:00 AM

End Time: 4:00:00 PM

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ATTACHMENT J

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB784 - SIYAC, YJC, and ISTEP Day on the Hill - 1/12/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: kayla.powell@hhs.iowa.gov

Mon, Jan 12, 2026 at 7:50 AM

Kayla, our office will follow up with an agreement at a later date to confirm Application Number: ACB784. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Mon, Jan 12, 2026 at 6:01 AM <donotreplycontactus@iowa.gov> wrote:

Kayla Powell,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB784

Date of Form Submission: 1/12/2026 6:01:21

Form Submission Values:

Representative's Name: Kayla Powell

Address: 321 E 12th street

City: Des Moines

State: Iowa

Zip Code: 50319

Email Address: kayla.powell@hhs.iowa.gov

Phone Number: 515-343-6412

Name (On-site): Kayla Powell

Email Address (On-site): kayla.powell@hhs.iowa.gov

Phone Number (On-site): 515-343-6412

Event Requestor: Iowa Department of Health and Human Services

Address (Requestor): 321 E 12th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50319

Location: 1st Floor Rotunda - West & South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: SIYAC, YJC, and ISTEP Day on the Hill

Web Page With Event Information:

Event Detail: 7a-8a: set up 8a-3:30: youth council tables 3:30-4: year down

Event Date: 1/12/2027

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Start Time: 7:00:00 AM
End Time: 4:00:00 PM

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ATTACHMENT K

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB783 - Des Moines Water Works Legislative Breakfast - 1/12/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: admin@advocacyiowa.com
Cc: threase@advocacyiowa.com

Mon, Jan 12, 2026 at 6:00 AM

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB783

Date of Form Submission: 1/12/2026 5:59:59

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd St, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: Des Moines Water Works

Address (Requestor): 2201 George Flagg Parkway

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50321

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Des Moines Water Works Legislative Breakfast

Web Page With Event Information:

Event Detail: Need tables and chairs set up and will bring in a few floor displays and snacks to share. Jessica Meyer is the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences

threase@advocacyiowa.com

Event Date: 1/12/2027

Start Time: 7:00:00 AM

End Time: 9:30:00 AM

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ATTACHMENT L



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB783 - Des Moines Water Works Legislative Breakfast - 1/12/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: admin@advocacyiowa.com
Cc: threase@advocacyiowa.com

Mon, Jan 12, 2026 at 7:47 AM

Jessica, our office will follow up with an agreement at a later date to confirm Application Number: ACB783. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Jan 12, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB783

Date of Form Submission: 1/12/2026 5:59:59

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd St, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: Des Moines Water Works

Address (Requestor): 2201 George Flagg Parkway

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50321

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Des Moines Water Works Legislative Breakfast

Web Page With Event Information:

Event Detail: Need tables and chairs set up and will bring in a few floor displays and snacks to share. Jessica Meyer is

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the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences

threase@advocacyiowa.com

Event Date: 1/12/2027

Start Time: 7:00:00 AM

End Time: 9:30:00 AM

ATTACHMENT M

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB786 - Iowa Board of Regents Welcome Back Reception - 1/12/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: jillian.carlson@iowaregents.edu
Cc: jillian.carlson@iowaregents.edu

Mon, Jan 12, 2026 at 2:03 PM

Jillian Carlson,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB786
Date of Form Submission: 1/12/2026 14:03:11

Form Submission Values:

Representative's Name: Jillian Carlson
Address: 11260 NW Aurora Ave
City: Urbandale
State: Iowa
Zip Code: 50322
Email Address: jillian.carlson@iowaregents.edu
Phone Number: 515-508-1794
Name (On-site): Jillian Carlson
Email Address (On-site): jillian.carlson@iowaregents.edu
Phone Number (On-site): 515-508-1794
Event Requestor: Iowa Board of Regents
Address (Requestor): 11260 NW Aurora Ave.
City (Requestor): Urbandale
State (Requestor): Iowa
Zip Code (Requestor): 50322
Location: 1st Floor Rotunda - East, North, West, South
Expected Attendance: 26 - 100
Catering Equipment and Outdoor Cooking: Neither
Event Title: Iowa Board of Regents Welcome Back Reception
Web Page With Event Information: N/A
Event Detail: Iowa Board of Regents Welcome Back Reception. No formal agenda. Table with light refreshments catered by Capitol Cafeteria. No food warmers or outdoor cooking equipment needed. Two tables set up. No chairs needed. Set up from 2:00-2:30. Event from 2:30-4:30. Tear down 4:30-5:00.
Event Date: 1/12/2027
Start Time: 2:00:00 PM
End Time: 5:00:00 PM

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ATTACHMENT N

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB786 - Iowa Board of Regents Welcome Back Reception - 1/12/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: jillian.carlson@iowaregents.edu

Mon, Jan 12, 2026 at 2:14 PM

Jillian, our office will follow up with an agreement at a later date to confirm Application Number: ACB786. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Jan 12, 2026 at 2:03 PM <donotreplycontactus@iowa.gov> wrote:

Jillian Carlson,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB786

Date of Form Submission: 1/12/2026 14:03:11

Form Submission Values:

Representative's Name: Jillian Carlson

Address: 11260 NW Aurora Ave

City: Urbandale

State: Iowa

Zip Code: 50322

Email Address: jillian.carlson@iowaregents.edu

Phone Number: 515-508-1794

Name (On-site): Jillian Carlson

Email Address (On-site): jillian.carlson@iowaregents.edu

Phone Number (On-site): 515-508-1794

Event Requestor: Iowa Board of Regents

Address (Requestor): 11260 NW Aurora Ave.

City (Requestor): Urbandale

State (Requestor): Iowa

Zip Code (Requestor): 50322

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Board of Regents Welcome Back Reception

Web Page With Event Information: N/A

Event Detail: Iowa Board of Regents Welcome Back Reception. No formal agenda. Table with light refreshments

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catered by Capitol Cafeteria. No food warmers or outdoor cooking equipment needed. Two tables set up. No chairs needed. Set up from 2:00-2:30. Event from 2:30-4:30. Tear down 4:30-5:00.

Event Date: 1/12/2027

Start Time: 2:00:00 PM

End Time: 5:00:00 PM

ATTACHMENT O



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB788 - IJCSA Legislative Breakfast - 1/13/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Tue, Jan 13, 2026 at 6:05 AM

Reply-To: capitol.complex.events@iowa.gov

To: Shauna.Krush@iowacourts.gov

Cc: Nate.Desy@iowacourts.gov

Shauna Krush,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB788

Date of Form Submission: 1/13/2026 6:05:14

Form Submission Values:

Representative's Name: Shauna Krush

Address: 3 4th street NE

City: Mason City

State: Iowa

Zip Code: 50401

Email Address: Shauna.Krush@iowacourts.gov

Phone Number: 641-525-0366

Name (On-site): Nate Desy

Email Address (On-site): Nate.Desy@iowacourts.gov

Phone Number (On-site): 712-263-5442

Event Requestor: Iowa Juvenile Court Services Association

Address (Requestor): 3 4th street NE

City (Requestor): Mason City

State (Requestor): Iowa

Zip Code (Requestor): 50401

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: IJCSA Legislative Breakfast

Web Page With Event Information:

Event Detail: We will have catered breakfast items for legislators. The IJCSA Breakfast will run from 7:00am to 9:00am. Set up at 6:30am. Tear down from 9:00am to 9:30am.

Event Date: 1/13/2027

Start Time: 6:30:00 AM

End Time: 9:30:00 AM

ATTACHMENT P



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB788 - IJCSA Legislative Breakfast - 1/13/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Tue, Jan 13, 2026 at 12:28 PM

To: shauna.krush@iowacourts.gov

Cc: Nate.Desy@iowacourts.gov

Hi Shauna. our office will follow up with an agreement at a later date to confirm Application Number: ACB788.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 13, 2026 at 6:05 AM <donotreplycontactus@iowa.gov> wrote:

Shauna Krush,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB788

Date of Form Submission: 1/13/2026 6:05:14

Form Submission Values:

Representative's Name: Shauna Krush

Address: 3 4th street NE

City: Mason City

State: Iowa

Zip Code: 50401

Email Address: Shauna.Krush@iowacourts.gov

Phone Number: 641-525-0366

Name (On-site): Nate Desy

Email Address (On-site): Nate.Desy@iowacourts.gov

Phone Number (On-site): 712-263-5442

Event Requestor: Iowa Juvenile Court Services Association

Address (Requestor): 3 4th street NE

City (Requestor): Mason City

State (Requestor): Iowa

Zip Code (Requestor): 50401

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: IJCSA Legislative Breakfast

Web Page With Event Information:

Event Detail: We will have catered breakfast items for legislators. The IJCSA Breakfast will run from 7:00am to 9:00am. Set up at 6:30am. Tear down from 9:00am to 9:30am.

Event Date: 1/13/2027

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Start Time: 6:30:00 AM
End Time: 9:30:00 AM

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ATTACHMENT Q



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: [EXTERNAL]Re: Capitol Building Application - ACB788 - IJCSA Legislative Breakfast - 1/13/2027

1 message

Shauna Krush [JB] <Shauna.Krush@iowacourts.gov>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Tue, Jan 13, 2026 at 12:29 PM

Thank you!

Shauna Krush | Juvenile Court Officer III
Cerro Gordo, Winnebago, and Worth County
641.423.8624 (office) | 641.525.0366 (state cell)
Shauna.Krush@iowacourts.gov

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> on behalf of Capitol Complex, Events
<capitol.complex.events@iowa.gov>
Sent: Tuesday, January 13, 2026 12:28:24 PM
To: Shauna Krush [JB] <Shauna.Krush@iowacourts.gov>
Cc: Nathan Desy [JB] <Nate.Desy@iowacourts.gov>
Subject: [EXTERNAL]Re: Capitol Building Application - ACB788 - IJCSA Legislative Breakfast - 1/13/2027

Hi Shauna. our office will follow up with an agreement at a later date to confirm Application Number: ACB788.

Suzy Trotter
Capitol Complex
Events Coordinator
General Services
Enterprise
Iowa Department
of Administrative Services
109 S.E. 13th
St., Des Moines, IA 50319
515-281-7259
Office
515-631-9247
Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Tue, Jan 13, 2026 at 6:05 AM <donotreplycontactus@iowa.gov> wrote:
Shauna Krush,

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The following request was submitted on the Capitol Building Application Form.

Application Number: ACB788

Date of Form Submission: 1/13/2026 6:05:14

Form Submission Values:

Representative's Name: Shauna Krush

Address: 3 4th street NE

City: Mason City

State: Iowa

Zip Code: 50401

Email Address: Shauna.Krush@iowacourts.gov

Phone Number: 641-525-0366

Name (On-site): Nate Desy

Email Address (On-site): Nate.Desy@iowacourts.gov

Phone Number (On-site): 712-263-5442

Event Requestor: Iowa Juvenile Court Services Association

Address (Requestor): 3 4th street NE

City (Requestor): Mason City

State (Requestor): Iowa

Zip Code (Requestor): 50401

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: IJCSA Legislative Breakfast

Web Page With Event Information:

Event Detail: We will have catered breakfast items for legislators. The IJCSA Breakfast will run from 7:00am to 9:00am. Set up at 6:30am. Tear down from 9:00am to 9:30am.

Event Date: 1/13/2027

Start Time: 6:30:00 AM

End Time: 9:30:00 AM

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ATTACHMENT R

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Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB790 - Informed Choice Iowa - 1/13/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Wed, Jan 14, 2026 at 4:09 PM

Reply-To: capitol.complex.events@iowa.gov

To: gabby.fistler@informedchoiceiowa.com

Cc: gabby.fistler@informedchoiceiowa.com

Gabby Fistler,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB790

Date of Form Submission: 1/14/2026 16:09:26

Form Submission Values:

Representative's Name: Gabby Fistler

Address: [518 3rd Ave](#)

City: Ackley

State: Iowa

Zip Code: 50601

Email Address: gabby.fistler@informedchoiceiowa.com

Phone Number: 319-415-6650

Name (On-site): Gabby Fistler

Email Address (On-site): gabby.fistler@informedchoiceiowa.com

Phone Number (On-site): 319-415-6650

Event Requestor: Gabby Fistler

Address (Requestor): [518 3rd Ave](#)

City (Requestor): Ackley

State (Requestor): Iowa

Zip Code (Requestor): 50601

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Informed Choice Iowa

Web Page With Event Information: www.informedchoiceiowa.com

Event Detail: 8-2 table with medical freedom advocacy

Event Date: 1/13/2027

Start Time: 8:00:00 AM

End Time: 2:00:00 PM

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ATTACHMENT S



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB790 - Informed Choice Iowa - 1/13/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: gabby.fistler@informedchoiceiowa.com

Thu, Jan 15, 2026 at 10:42 AM

Hi Gabby. I am not able to approve Application Number: ACB790 as submitted because we received another application from a group to use the Rotunda from 7a to 9:30a. Would you be willing to adjust your start time to 9:30a. Would you still want to conclude at 2:00p or stay later?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Wed, Jan 14, 2026 at 4:09 PM <donotreplycontactus@iowa.gov> wrote:

Gabby Fistler,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB790

Date of Form Submission: 1/14/2026 16:09:26

Form Submission Values:

Representative's Name: Gabby Fistler

Address: 518 3rd Ave

City: Ackley

State: Iowa

Zip Code: 50601

Email Address: gabby.fistler@informedchoiceiowa.com

Phone Number: 319-415-6650

Name (On-site): Gabby Fistler

Email Address (On-site): gabby.fistler@informedchoiceiowa.com

Phone Number (On-site): 319-415-6650

Event Requestor: Gabby Fistler

Address (Requestor): 518 3rd Ave

City (Requestor): Ackley

State (Requestor): Iowa

Zip Code (Requestor): 50601

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Informed Choice Iowa

Web Page With Event Information: www.informedchoiceiowa.com

Event Detail: 8-2 table with medical freedom advocacy

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RECEIVED BY IOCR 05/19/2026

ATTACHMENT T

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB790 - Informed Choice Iowa - 1/13/2027

1 message

Gabby Fistler <gabby.fistler@informedchoiceiowa.com>
To: capitol.complex.events@iowa.gov

Thu, Jan 15, 2026 at 11:36 AM

We are happy to do 9:30-2!
Sent from my iPhone

On Jan 15, 2026, at 10:42 AM, Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi Gabby. I am not able to approve Application Number: ACB790 as submitted because we received another application from a group to use the Rotunda from 7a to 9:30a. Would you be willing to adjust your start time to 9:30a. Would you still want to conclude at 2:00p or stay later?

Suzu Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
109 S.E. 13th St., Des Moines, IA 50319
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Wed, Jan 14, 2026 at 4:09 PM <donotreplycontactus@iowa.gov> wrote:
Gabby Fistler,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB790
Date of Form Submission: 1/14/2026 16:09:26

Form Submission Values:

Representative's Name: Gabby Fistler
Address: 518 3rd Ave
City: Ackley
State: Iowa
Zip Code: 50601
Email Address: gabby.fistler@informedchoiceiowa.com
Phone Number: 319-415-6650
Name (On-site): Gabby Fistler
Email Address (On-site): gabby.fistler@informedchoiceiowa.com
Phone Number (On-site): 319-415-6650
Event Requestor: Gabby Fistler
Address (Requestor): 518 3rd Ave
City (Requestor): Ackley
State (Requestor): Iowa

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Zip Code (Requestor): 50601
Location: 1st Floor Rotunda - East & North
Expected Attendance: 26 - 100
Catering Equipment and Outdoor Cooking: Neither
Event Title: Informed Choice Iowa
Web Page With Event Information: www.informedchoiceiowa.com
Event Detail: 8-2 table with medical freedom advocacy
Event Date: 1/13/2027
Start Time: 8:00:00 AM
End Time: 2:00:00 PM

ATTACHMENT U



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB790 - Informed Choice Iowa - 1/13/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Gabby Fistler <gabby.fistler@informedchoiceiowa.com>

Thu, Jan 15, 2026 at 11:45 AM

Perfect. For your awareness, Moms For Liberty-Iowa submitted an application for 1/13/2027 for 9:30a to 2p. Our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change so we can up our records and the calendar accordingly.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Thu, Jan 15, 2026 at 11:36 AM Gabby Fistler <gabby.fistler@informedchoiceiowa.com> wrote:

We are happy to do 9:30-2!
Sent from my iPhone

On Jan 15, 2026, at 10:42 AM, Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi Gabby. I am not able to approve Application Number: ACB790 as submitted because we received another application from a group to use the Rotunda from 7a to 9:30a. Would you be willing to adjust your start time to 9:30a. Would you still want to conclude at 2:00p or stay later?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

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Department of
Administrative Services

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On Wed, Jan 14, 2026 at 4:09 PM <donotreplycontactus@iowa.gov> wrote:
Gabby Fistler,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB790

Date of Form Submission: 1/14/2026 16:09:26

Form Submission Values:

Representative's Name: Gabby Fistler

Address: 518 3rd Ave

City: Ackley

State: Iowa

Zip Code: 50601

Email Address: gabby.fistler@informedchoiceiowa.com

Phone Number: 319-415-6650

Name (On-site): Gabby Fistler

Email Address (On-site): gabby.fistler@informedchoiceiowa.com

Phone Number (On-site): 319-415-6650

Event Requestor: Gabby Fistler

Address (Requestor): 518 3rd Ave

City (Requestor): Ackley

State (Requestor): Iowa

Zip Code (Requestor): 50601

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Informed Choice Iowa

Web Page With Event Information: www.informedchoiceiowa.com

Event Detail: 8-2 table with medical freedom advocacy

Event Date: 1/13/2027

Start Time: 8:00:00 AM

End Time: 2:00:00 PM

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ATTACHMENT V



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB790 - Informed Choice Iowa - 1/13/2027

1 message

Gabby Fistler <gabby.fistler@informedchoiceiowa.com>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Thu, Jan 15, 2026 at 12:00 PM

We planned to coordinate with them but thanks for letting us know!

On Thu, Jan 15, 2026 at 11:45 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:
Perfect. For your awareness, Moms For Liberty-Iowa submitted an application for 1/13/2027 for 9:30a to 2p. Our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change so we can up our records and the calendar accordingly.

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
[109 S.E. 13th St., Des Moines, IA 50319](#)
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Thu, Jan 15, 2026 at 11:36 AM Gabby Fistler <gabby.fistler@informedchoiceiowa.com> wrote:
We are happy to do 9:30-2!
Sent from my iPhone

On Jan 15, 2026, at 10:42 AM, Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi Gabby. I am not able to approve Application Number: ACB790 as submitted because we received another application from a group to use the Rotunda from 7a to 9:30a. Would you be willing to adjust your start time to 9:30a. Would you still want to conclude at 2:00p or stay later?

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
[109 S.E. 13th St., Des Moines, IA 50319](#)
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>

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Department of
Administrative Services

On Wed, Jan 14, 2026 at 4:09 PM <donotreplycontactus@iowa.gov> wrote:
Gabby Fistler,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB790

Date of Form Submission: 1/14/2026 16:09:26

Form Submission Values:

Representative's Name: Gabby Fistler

Address: [518 3rd Ave](#)

City: Ackley

State: Iowa

Zip Code: 50601

Email Address: gabby.fistler@informedchoiceiowa.com

Phone Number: 319-415-6650

Name (On-site): Gabby Fistler

Email Address (On-site): gabby.fistler@informedchoiceiowa.com

Phone Number (On-site): 319-415-6650

Event Requestor: Gabby Fistler

Address (Requestor): [518 3rd Ave](#)

City (Requestor): Ackley

State (Requestor): Iowa

Zip Code (Requestor): 50601

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Informed Choice Iowa

Web Page With Event Information: www.informedchoiceiowa.com

Event Detail: 8-2 table with medical freedom advocacy

Event Date: 1/13/2027

Start Time: 8:00:00 AM

End Time: 2:00:00 PM

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ATTACHMENT W



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB791 - Moms For Liberty-Iowa - 1/13/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Thu, Jan 15, 2026 at 6:12 AM

Reply-To: capitol.complex.events@iowa.gov

To: Moms4libertypolkcounty@gmail.com

Cc: Moms4libertypolkcounty@gmail.com

Jenn Turner,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB791

Date of Form Submission: 1/15/2026 6:11:55

Form Submission Values:

Representative's Name: Jenn Turner

Address: 4858 71st

City: Urbandale

State: Iowa

Zip Code: 50322

Email Address: Moms4libertypolkcounty@gmail.com

Phone Number: 515-419-0236

Name (On-site): Jenn Turner

Email Address (On-site): Moms4libertypolkcounty@gmail.com

Phone Number (On-site): 515-419-0236

Event Requestor: Moms For Liberty-Iowa

Address (Requestor): 4858 71ST STREET

City (Requestor): Urbandale

State (Requestor): Iowa

Zip Code (Requestor): 50322

Location: 1st Floor Rotunda - West & South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Moms For Liberty-Iowa

Web Page With Event Information:

Event Detail: Plan to have tables with Literature about our organization. Will also serve a lunch, TBD.

Event Date: 1/13/2027

Start Time: 9:30:00 AM

End Time: 2:00:00 PM

ATTACHMENT X



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB791 - Moms For Liberty-Iowa - 1/13/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: moms4libertypolkcounty@gmail.com

Thu, Jan 15, 2026 at 11:46 AM

Jen, our office will follow up with an agreement at a later date to confirm Application Number: ACB791.

Please contact our office if your plans change so we can up our records and the calendar accordingly.

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
109 S.E. 13th St., Des Moines, IA 50319
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Thu, Jan 15, 2026 at 6:12 AM <donotreplycontactus@iowa.gov> wrote:
Jenn Turner,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB791
Date of Form Submission: 1/15/2026 6:11:55

Form Submission Values:

Representative's Name: Jenn Turner
Address: 4858 71st
City: Urbandale
State: Iowa
Zip Code: 50322
Email Address: Moms4libertypolkcounty@gmail.com
Phone Number: 515-419-0236
Name (On-site): Jenn Turner
Email Address (On-site): Moms4libertypolkcounty@gmail.com
Phone Number (On-site): 515-419-0236
Event Requestor: Moms For Liberty-Iowa
Address (Requestor): 4858 71ST STREET
City (Requestor): Urbandale
State (Requestor): Iowa
Zip Code (Requestor): 50322
Location: 1st Floor Rotunda - West & South
Expected Attendance: 26 - 100
Catering Equipment and Outdoor Cooking: Neither
Event Title: Moms For Liberty-Iowa
Web Page With Event Information:
Event Detail: Plan to have tables with Literature about our organization. Will also serve a lunch, TBD.
Event Date: 1/13/2027

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Start Time: 9:30:00 AM
End Time: 2:00:00 PM

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ATTACHMENT Y

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB830 - IANG Legislative Breakfast - 1/14/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Wed, Feb 4, 2026 at 9:28 AM

Reply-To: capitol.complex.events@iowa.gov

To: tina.k.shaw.civ@army.mil

Cc: tina.k.shaw.civ@army.mil

Tina Shaw,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB830

Date of Form Submission: 2/4/2026 9:28:02

Form Submission Values:

Representative's Name: Tina Shaw

Address: 6100 NW 78th Avenue

City: Johnston

State: Iowa

Zip Code: 50265

Email Address: tina.k.shaw.civ@army.mil

Phone Number: 515-537-3564

Name (On-site): Tina Shaw

Email Address (On-site): tina.k.shaw.civ@army.mil

Phone Number (On-site): 515-537-3564

Event Requestor: Iowa National Guard

Address (Requestor): 6100 NW 78th Avenue

City (Requestor): Johnston

State (Requestor): Iowa

Zip Code (Requestor): 50265

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: IANG Legislative Breakfast

Web Page With Event Information: n/a

Event Detail: Social, Briefing, Breakfast prior to the Condition of the Guard

Event Date: 1/14/2027

Start Time: 6:00:00 AM

End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT Z



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB830 - IANG Legislative Breakfast - 1/14/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: tina.k.shaw.civ@army.mil

Wed, Feb 4, 2026 at 10:14 AM

Tina, The event request per Application Number: ACB830 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Wed, Feb 4, 2026 at 9:28 AM <donotreplycontactus@iowa.gov> wrote:

Tina Shaw,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB830

Date of Form Submission: 2/4/2026 9:28:02

Form Submission Values:

Representative's Name: Tina Shaw

Address: 6100 NW 78th Avenue

City: Johnston

State: Iowa

Zip Code: 50265

Email Address: tina.k.shaw.civ@army.mil

Phone Number: 515-537-3564

Name (On-site): Tina Shaw

Email Address (On-site): tina.k.shaw.civ@army.mil

Phone Number (On-site): 515-537-3564

Event Requestor: Iowa National Guard

Address (Requestor): 6100 NW 78th Avenue

City (Requestor): Johnston

State (Requestor): Iowa

Zip Code (Requestor): 50265

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: IANG Legislative Breakfast

Web Page With Event Information: n/a

Event Detail: Social, Briefing, Breakfast prior to the Condition of the Guard

Event Date: 1/14/2027

RECEIVED BY IOCR 05/19/2026

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Start Time: 6:00:00 AM
End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

ATTACHMENT AA



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB1061 - Recovery Day on the Hill - 1/14/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Fri, Apr 17, 2026 at 11:57 AM

Reply-To: capitol.complex.events@iowa.gov

To: mike@kingdomlivingia.com

Cc: mike@kingdomlivingia.com

Mike Madden,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB1061

Date of Form Submission: 4/17/2026 11:57:45

Form Submission Values:

Representative's Name: Mike Madden

Address: 3120 SW 9th St.

City: Des Moines

State: Iowa

Zip Code: 50315

Email Address: mike@kingdomlivingia.com

Phone Number: 515-661-7538

Name (On-site): Mike Madden

Email Address (On-site): mike@kingdomlivingia.com

Phone Number (On-site): 515-661-7538

Event Requestor: Recovery Community Organizations

Address (Requestor): 3120 SW 9th St.

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50315

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Recovery Day on the Hill

Web Page With Event Information: NA

Event Detail: Setup at 10am, 11A-3pm event tabling sessions, 3pm-4pm tear down

Event Date: 1/14/2027

Start Time: 10:00:00 AM

End Time: 3:00:00 PM

ATTACHMENT AB



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB1061 - Recovery Day on the Hill - 1/14/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: mike@kingdomlivingia.com

Fri, Apr 17, 2026 at 4:15 PM

The event request per Application Number: ACB1061 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Fri, Apr 17, 2026 at 11:57 AM <donotreplycontactus@iowa.gov> wrote:

Mike Madden,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB1061

Date of Form Submission: 4/17/2026 11:57:45

Form Submission Values:

Representative's Name: Mike Madden

Address: 3120 SW 9th St.

City: Des Moines

State: Iowa

Zip Code: 50315

Email Address: mike@kingdomlivingia.com

Phone Number: 515-661-7538

Name (On-site): Mike Madden

Email Address (On-site): mike@kingdomlivingia.com

Phone Number (On-site): 515-661-7538

Event Requestor: Recovery Community Organizations

Address (Requestor): 3120 SW 9th St.

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50315

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Recovery Day on the Hill

Web Page With Event Information: NA

Event Detail: Setup at 10am, 11A-3pm event tabling sessions, 3pm-4pm tear down

RECEIVED BY IOCR 05/19/2026

100

RECEIVED BY IOCR 05/19/2026

Event Date: 1/14/2027
Start Time: 10:00:00 AM
End Time: 3:00:00 PM

ATTACHMENT AC



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB1045 - Iowa Flood Center Legislative Breakfast - 1/19/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: breanna-shea@uiowa.edu
Cc: breanna-shea@uiowa.edu

Thu, Apr 2, 2026 at 10:32 AM

Breanna Shea,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB1045
Date of Form Submission: 4/2/2026 10:32:48

Form Submission Values:

Representative's Name: Breanna Shea

Address: 300 S. Riverside Dr.

City: Iowa City

State: Iowa

Zip Code: 52246

Email Address: breanna-shea@uiowa.edu

Phone Number: 319-325-8674

Name (On-site): Breanna Shea

Email Address (On-site): breanna-shea@uiowa.edu

Phone Number (On-site): 319-325-8674

Event Requestor: University of Iowa - Iowa Flood Center

Address (Requestor): 300 S. Riverside Dr.

City (Requestor): Iowa City

State (Requestor): Iowa

Zip Code (Requestor): 52246

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Flood Center Legislative Breakfast

Web Page With Event Information: <https://iowafloodcenter.uiowa.edu/>

Event Detail: The Iowa Flood Center and Iowa Geological Survey will host their annual Legislative Breakfast that invites partners and legislators to attend to experience interactive visualizations and poster displays of research and activities benefiting Iowans.

Event Date: 1/19/2027

Start Time: 6:30:00 AM

End Time: 9:00:00 AM

ATTACHMENT AD



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB1045 - Iowa Flood Center Legislative Breakfast - 1/19/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: breanna-shea@uiowa.edu

Mon, Apr 6, 2026 at 9:26 AM

The event request per Application Number: ACB1045 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Thu, Apr 2, 2026 at 10:32 AM <donotreplycontactus@iowa.gov> wrote:
Breanna Shea,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB1045

Date of Form Submission: 4/2/2026 10:32:48

Form Submission Values:

Representative's Name: Breanna Shea

Address: 300 S. Riverside Dr.

City: Iowa City

State: Iowa

Zip Code: 52246

Email Address: breanna-shea@uiowa.edu

Phone Number: 319-325-8674

Name (On-site): Breanna Shea

Email Address (On-site): breanna-shea@uiowa.edu

Phone Number (On-site): 319-325-8674

Event Requestor: University of Iowa - Iowa Flood Center

Address (Requestor): 300 S. Riverside Dr.

City (Requestor): Iowa City

State (Requestor): Iowa

Zip Code (Requestor): 52246

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Flood Center Legislative Breakfast

Web Page With Event Information: <https://iowafloodcenter.uiowa.edu/>

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

Event Detail: The Iowa Flood Center and Iowa Geological Survey will host their annual Legislative Breakfast that invites partners and legislators to attend to experience interactive visualizations and poster displays of research and activities benefiting Iowans.

Event Date: 1/19/2027

Start Time: 6:30:00 AM

End Time: 9:00:00 AM

ATTACHMENT AE

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB795 - Best Development Awards Ceremony - 1/19/2026

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Jan 19, 2026 at 11:21 AM

Reply-To: capitol.complex.events@iowa.gov

To: jessica.maldonado@policyworksllc.com

Cc: jessica.maldonado@policyworksllc.com

Jessica Maldonado,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB795

Date of Form Submission: 1/19/2026 11:21:39

Form Submission Values:

Representative's Name: Jessica Maldonado

Address: 7745 Office Plaza Dr. N

City: West Des Moines

State: Iowa

Zip Code: 50211

Email Address: jessica.maldonado@policyworksllc.com

Phone Number: 515-577-6388

Name (On-site): Jessica Maldonado

Email Address (On-site): jessica.maldonado@policyworksllc.com

Phone Number (On-site): 515-577-6388

Event Requestor: 1000 Friends of Iowa

Address (Requestor): 3106 Ingersoll Ave

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50312

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Best Development Awards Ceremony

Web Page With Event Information: <https://1000friendsofiowa.org/our-programs/best-development-awards/>

Event Detail: Awards ceremony for the annual best development awards show casing economic development projects across Iowa.

Event Date: 1/19/2026

Start Time: 9:00:00 AM

End Time: 2:00:00 PM

RECEIVED BY IOCR 05/19/2026

108

ATTACHMENT AF



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB795 - Best Development Awards Ceremony - 1/19/2026

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: donotreplycontactus@iowa.gov

Mon, Jan 19, 2026 at 11:21 AM

The State of Iowa offices are closed for the Martin Luther King Jr. holiday. I will return to the office on Tuesday, January 20, 2026.

--

Capitol Complex Events

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

ATTACHMENT AG



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB795 - Best Development Awards Ceremony - 1/19/2026

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: jessica.maldonado@policyworksllc.com

Tue, Jan 20, 2026 at 4:08 PM

Jessica - Please note that we could not accommodate your request to be set from 9a-2p. We have you on the calendar from 9a to 1p. Let me know if this is not acceptable and to have the event removed from the calendar. Otherwise our office will follow up with an agreement at a later date to confirm Application Number: ACB795 for 1/19/2027 from 9a to 1p.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Mon, Jan 19, 2026 at 11:21 AM <donotreplycontactus@iowa.gov> wrote:

Jessica Maldonado,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB795

Date of Form Submission: 1/19/2026 11:21:39

Form Submission Values:

Representative's Name: Jessica Maldonado

Address: 7745 Office Plaza Dr. N

City: West Des Moines

State: Iowa

Zip Code: 50211

Email Address: jessica.maldonado@policyworksllc.com

Phone Number: 515-577-6388

Name (On-site): Jessica Maldonado

Email Address (On-site): jessica.maldonado@policyworksllc.com

Phone Number (On-site): 515-577-6388

Event Requestor: 1000 Friends of Iowa

Address (Requestor): 3106 Ingersoll Ave

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50312

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Best Development Awards Ceremony

Web Page With Event Information: <https://1000friendsofiowa.org/our-programs/best-development-awards/>

Event Detail: Awards ceremony for the annual best development awards show casing economic development projects

RECEIVED BY IOCR 05/19/2026

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End Time: 2:00:00 PM

ATTACHMENT AH



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB794 - FPCI Capitol Day - 1/19/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Jan 19, 2026 at 6:00 AM

Reply-To: capitol.complex.events@iowa.gov

To: amy@ialobby.com

Cc: asmith@fpcouncil.com

Amy Campbell,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB794

Date of Form Submission: 1/19/2026 6:00:09

Form Submission Values:

Representative's Name: Amy Campbell

Address: Pi box 1403

City: Johnston

State: Iowa

Zip Code: 50131

Email Address: amy@ialobby.com

Phone Number: 515-554-5838

Name (On-site): Allison Smith

Email Address (On-site): asmith@fpcouncil.com

Phone Number (On-site): 319-936-0309

Event Requestor: Family planning council of iowa

Address (Requestor): [2900 Westown Parkway, Suite 240](#)

City (Requestor): West Des moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - West & South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: FPCI Capitol Day

Web Page With Event Information: <https://fpcouncil.org/>

Event Detail: Booths; displays; event details tbd

Event Date: 1/19/2027

Start Time: 12:00:00 PM

End Time: 4:00:00 PM

ATTACHMENT AI



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB794 - FPCI Capitol Day - 1/19/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Mon, Jan 19, 2026 at 8:36 AM

To: amy@ialobby.com

Cc: asmith@fpcouncil.com

Amy, our office will follow up with an agreement at a later date to confirm Application Number: ACB794. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Jan 19, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Amy Campbell,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB794

Date of Form Submission: 1/19/2026 6:00:09

Form Submission Values:

Representative's Name: Amy Campbell

Address: Pi box 1403

City: Johnston

State: Iowa

Zip Code: 50131

Email Address: amy@ialobby.com

Phone Number: 515-554-5838

Name (On-site): Allison Smith

Email Address (On-site): asmith@fpcouncil.com

Phone Number (On-site): 319-936-0309

Event Requestor: Family planning council of iowa

Address (Requestor): 2900 Westown Parkway, Suite 240

City (Requestor): West Des moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - West & South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: FPCI Capitol Day

Web Page With Event Information: <https://fpcouncil.org/>

Event Detail: Booths; displays; event details tbd

Event Date: 1/19/2027

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Start Time: 12:00:00 PM
End Time: 4:00:00 PM

RECEIVED BY IOCR 05/19/2026

ATTACHMENT AJ

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB793 - Iowa Alliance of YMCA's Lobby Day - 1/19/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: admin@advocacyiowa.com
Cc: Threase@advocacyiowa.com

Mon, Jan 19, 2026 at 6:00 AM

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB793

Date of Form Submission: 1/19/2026 6:00:00

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd Street, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): Threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: Iowa Alliance of YMCA's

Address (Requestor): 9115 Hammontree Dr

City (Requestor): Urbandale

State (Requestor): Iowa

Zip Code (Requestor): 50322

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Alliance of YMCA's Lobby Day

Web Page With Event Information:

Event Detail: Need tables and chairs set up and will bring in a few floor floor displays and snacks to share. Jessica Meyer is the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences

threase@advocacyiowa.com

Event Date: 1/19/2027

Start Time: 1:00:00 PM

End Time: 4:30:00 PM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT AK

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB793 - Iowa Alliance of YMCA's Lobby Day - 1/19/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: admin@advocacyiowa.com
Cc: Threase@advocacyiowa.com

Mon, Jan 19, 2026 at 8:36 AM

Jessica, our office will follow up with an agreement at a later date to confirm Application Number: ACB793. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Mon, Jan 19, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB793

Date of Form Submission: 1/19/2026 6:00:00

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd Street, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): Threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: Iowa Alliance of YMCA's

Address (Requestor): 9115 Hammontree Dr

City (Requestor): Urbandale

State (Requestor): Iowa

Zip Code (Requestor): 50322

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Alliance of YMCA's Lobby Day

Web Page With Event Information:

Event Detail: Need tables and chairs set up and will bring in a few floor floor displays and snacks to share. Jessica

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RECEIVED BY IOCR 05/19/2026

Meyer is the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences
threase@advocacyiowa.com

Event Date: 1/19/2027

Start Time: 1:00:00 PM

End Time: 4:30:00 PM

ATTACHMENT AL



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB796 - Easter Seals Iowa Lobby Day - 1/20/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Tue, Jan 20, 2026 at 6:00 AM

Reply-To: capitol.complex.events@iowa.gov

To: admin@advocacyiowa.com

Cc: threase@advocacyiowa.com

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB796

Date of Form Submission: 1/20/2026 6:00:00

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd Street, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: Easter Seals Iowa

Address (Requestor): 401 NE 66th Avenue

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50313

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Easter Seals Iowa Lobby Day

Web Page With Event Information:

Event Detail: Need tables and chairs set up and will bring in a few floor displays and snacks to share. Jessica Meyer is the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences

threase@advocacyiowa.com

Event Date: 1/20/2027

Start Time: 12:00:00 PM

End Time: 5:00:00 PM

ATTACHMENT AM



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB796 - Easter Seals Iowa Lobby Day - 1/20/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Tue, Jan 20, 2026 at 4:05 PM

To: admin@advocacyiowa.com

Cc: threase@advocacyiowa.com

Jessica, our office will follow up with an agreement at a later date to confirm Application Number: ACB796. Please note that we could not accommodate your request to be set from 12p-5p because the Iowa Department Of Veterans Affairs will be using the space until 1p. I have you on the calendar from 1p to 5p. If this is not acceptable, let me know to remove the event from the calendar and the agreement processing.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 20, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB796

Date of Form Submission: 1/20/2026 6:00:00

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd Street, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: Easter Seals Iowa

Address (Requestor): 401 NE 66th Avenue

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50313

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Easter Seals Iowa Lobby Day

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Web Page With Event Information:

Event Detail: Need tables and chairs set up and will bring in a few floor displays and snacks to share. Jessica Meyer is the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences

threase@advocacyiowa.com

Event Date: 1/20/2027

Start Time: 12:00:00 PM

End Time: 5:00:00 PM

ATTACHMENT AN

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB933 - Department of Corrections Legislative Breakfast - 1/21/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: jen.rathje1@iowa.gov
Cc: matthew.miller2@iowa.gov

Thu, Feb 26, 2026 at 10:46 AM

Jen Rathje,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB933

Date of Form Submission: 2/26/2026 10:46:37

Form Submission Values:

Representative's Name: Jen Rathje

Address: 510 E. 12th Street

City: Des Moines

State: Iowa

Zip Code: 50319

Email Address: jen.rathje1@iowa.gov

Phone Number: 515-802-0898

Name (On-site): Matt Miller

Email Address (On-site): matthew.miller2@iowa.gov

Phone Number (On-site): 319-462-3504

Event Requestor: Iowa Department of Corrections and Iowa Corrections Association

Address (Requestor): 510 E. 12th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50319

Location: 1st Floor Rotunda - East & North

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Department of Corrections Legislative Breakfast

Web Page With Event Information:

Event Detail: The Iowa Department of Corrections, Iowa Corrections Association, along with Iowa Prison Industries will be on site on this date. Event will be consistent with prior years legislative breakfast. To include an assortment of pastries, snacks, and beverages. (tables, table cloths, signage will be used). We will reserve the space from 7am to 10am, however, the event will run from 7:30am to 9:30am to allow our team time for set up and tear down.

Event Date: 1/21/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

130

ATTACHMENT AO



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB933 - Department of Corrections Legislative Breakfast - 1/21/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: jen.rathje1@iowa.gov
Cc: matthew.miller2@iowa.gov

Thu, Feb 26, 2026 at 12:35 PM

Application Number: ACB933 will not be processed as submitted. The entire Rotunda, all four sections, will be used by three groups during the morning hours on Wednesday, January 27, 2027. Specifically the east and north sections from 7a-9a will be the area where the Des Moines University will be hosting an advocacy event.

We appreciate you taking the time to submit your application. Attached is a quick review of what is available as of this email with no guarantee of how long they will be available. Linked for your convenience is the full view of the [Capitol Building Calendar](#) and the [Capitol Building Application](#) to assist you with your future requests for events in the Capitol Building.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Thu, Feb 26, 2026 at 10:46 AM <donotreplycontactus@iowa.gov> wrote:

Jen Rathje,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB933

Date of Form Submission: 2/26/2026 10:46:37

Form Submission Values:

Representative's Name: Jen Rathje

Address: 510 E. 12th Street

City: Des Moines

State: Iowa

Zip Code: 50319

Email Address: jen.rathje1@iowa.gov

Phone Number: 515-802-0898

Name (On-site): Matt Miller

Email Address (On-site): matthew.miller2@iowa.gov

Phone Number (On-site): 319-462-3504

Event Requestor: Iowa Department of Corrections and Iowa Corrections Association

Address (Requestor): 510 E. 12th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50319

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RECEIVED BY IOCR 05/19/2026

Location: 1st Floor Rotunda - East & North

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Department of Corrections Legislative Breakfast

Web Page With Event Information:

Event Detail: The Iowa Department of Corrections, Iowa Corrections Association, along with Iowa Prison Industries will be on site on this date. Event will be consistent with prior years legislative breakfast. To include an assortment of pastries, snacks, and beverages. (tables, table cloths, signage will be used). We will reserve the space from 7am to 10am, however, the event will run from 7:30am to 9:30am to allow our team time for set up and tear down.

Event Date: 1/21/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM



2027 Capitol 1st FI Rotunda Availability.xlsx

11K

ATTACHMENT AP



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB933 - Department of Corrections Legislative Breakfast - 1/21/2027

1 message

Rathje, Jen <jen.rathje1@iowa.gov>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>
Cc: matthew.miller2@iowa.gov

Thu, Feb 26, 2026 at 12:40 PM

Suzy,
My apologies, I will resubmit this request. I meant to select Thursday, January 21st.

Thanks,
Jen

On Thu, Feb 26, 2026 at 12:36 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Application Number: ACB933 will not be processed as submitted. The entire Rotunda, all four sections, will be used by three groups during the morning hours on Wednesday, January 27, 2027. Specifically the east and north sections from 7a-9a will be the area where the Des Moines University will be hosting an advocacy event.

We appreciate you taking the time to submit your application. Attached is a quick review of what is available as of this email with no guarantee of how long they will be available. Linked for your convenience is the full view of the [Capitol Building Calendar](#) and the [Capitol Building Application](#) to assist you with your future requests for events in the Capitol Building.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Thu, Feb 26, 2026 at 10:46 AM <donotreplycontactus@iowa.gov> wrote:
Jen Rathje,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB933

Date of Form Submission: 2/26/2026 10:46:37

Form Submission Values:

Representative's Name: Jen Rathje

Address: 510 E. 12th Street

City: Des Moines

State: Iowa

Zip Code: 50319

Email Address: jen.rathje1@iowa.gov

Phone Number: 515-802-0898

Name (On-site): Matt Miller

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RECEIVED BY IOCR 05/19/2026

Email Address (On-site): matthew.miller2@iowa.gov

Phone Number (On-site): 319-462-3504

Event Requestor: Iowa Department of Corrections and Iowa Corrections Association

Address (Requestor): 510 E. 12th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50319

Location: 1st Floor Rotunda - East & North

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Department of Corrections Legislative Breakfast

Web Page With Event Information:

Event Detail: The Iowa Department of Corrections, Iowa Corrections Association, along with Iowa Prison Industries will be on site on this date. Event will be consistent with prior years legislative breakfast. To include an assortment of pastries, snacks, and beverages. (tables, table cloths, signage will be used). We will reserve the space from 7am to 10am, however, the event will run from 7:30am to 9:30am to allow our team time for set up and tear down.

Event Date: 1/21/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

--

Jen Rathje

Legislative Liaison

Central Office

Iowa Department of Corrections

[510 E. 12th Street, Des Moines Iowa 50319](https://www.iowa.gov/510-E-12th-Street-Des-Moines-Iowa-50319)

515-802-0898

jen.rathje1@iowa.gov

<https://doc.iowa.gov>



Department of Corrections

ATTACHMENT AQ



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB933 - Department of Corrections Legislative Breakfast - 1/21/2027

1 message

Rathje, Jen <jen.rathje1@iowa.gov>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>
Cc: matthew.miller2@iowa.gov

Thu, Feb 26, 2026 at 12:45 PM

Hi Suzy - Sorry for the 2nd email. I actually did list Thursday, January 21 (not the 27th) on the request form for the East and North Sections of the Rotunda. Would you like me to re-submit a new form?

Thanks,
Jen

On Thu, Feb 26, 2026 at 12:36 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Application Number: ACB933 will not be processed as submitted. The entire Rotunda, all four sections, will be used by three groups during the morning hours on Wednesday, January 27, 2027. Specifically the east and north sections from 7a-9a will be the area where the Des Moines University will be hosting an advocacy event.

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Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Thu, Feb 26, 2026 at 10:46 AM <donotreplycontactus@iowa.gov> wrote:
Jen Rathje,

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Application Number: ACB933

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Form Submission Values:

Representative's Name: Jen Rathje

Address: 510 E. 12th Street

City: Des Moines

State: Iowa

Zip Code: 50319

Email Address: jen.rathje1@iowa.gov

Phone Number: 515-802-0898

Name (On-site): Matt Miller

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

Email Address (On-site): matthew.miller2@iowa.gov

Phone Number (On-site): 319-462-3504

Event Requestor: Iowa Department of Corrections and Iowa Corrections Association

Address (Requestor): 510 E. 12th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50319

Location: 1st Floor Rotunda - East & North

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Department of Corrections Legislative Breakfast

Web Page With Event Information:

Event Detail: The Iowa Department of Corrections, Iowa Corrections Association, along with Iowa Prison Industries will be on site on this date. Event will be consistent with prior years legislative breakfast. To include an assortment of pastries, snacks, and beverages. (tables, table cloths, signage will be used). We will reserve the space from 7am to 10am, however, the event will run from 7:30am to 9:30am to allow our team time for set up and tear down.

Event Date: 1/21/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

--

Jen Rathje

Legislative Liaison

Central Office

Iowa Department of Corrections

510 E. 12th Street, Des Moines Iowa 50319

515-802-0898

jen.rathje1@iowa.gov

<https://doc.iowa.gov>



Department of Corrections

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT AR



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB933 - Department of Corrections Legislative Breakfast - 1/21/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: "Rathje, Jen" <jen.rathje1@iowa.gov>
Cc: matthew.miller2@iowa.gov

Thu, Feb 26, 2026 at 12:47 PM

Hi Jen - That makes sense, I can understand the error. Thursday, January 21, 2027 from 7a-10a in the east and north sections is available. I will look for a new application.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Thu, Feb 26, 2026 at 12:40 PM Rathje, Jen <jen.rathje1@iowa.gov> wrote:

Suzy,

My apologies, I will resubmit this request. I meant to select Thursday, January 21st.

Thanks,
Jen

On Thu, Feb 26, 2026 at 12:36 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Application Number: ACB933 will not be processed as submitted. The entire Rotunda, all four sections, will be used by three groups during the morning hours on Wednesday, January 27, 2027. Specifically the east and north sections from 7a-9a will be the area where the Des Moines University will be hosting an advocacy event.

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General Services Enterprise

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<https://das.iowa.gov>

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

Department of
Administrative Services

On Thu, Feb 26, 2026 at 10:46 AM <donotreplycontactus@iowa.gov> wrote:

Jen Rathje,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB933

Date of Form Submission: 2/26/2026 10:46:37

Form Submission Values:

Representative's Name: Jen Rathje

Address: 510 E. 12th Street

City: Des Moines

State: Iowa

Zip Code: 50319

Email Address: jen.rathje1@iowa.gov

Phone Number: 515-802-0898

Name (On-site): Matt Miller

Email Address (On-site): matthew.miller2@iowa.gov

Phone Number (On-site): 319-462-3504

Event Requestor: Iowa Department of Corrections and Iowa Corrections Association

Address (Requestor): 510 E. 12th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50319

Location: 1st Floor Rotunda - East & North

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Department of Corrections Legislative Breakfast

Web Page With Event Information:

Event Detail: The Iowa Department of Corrections, Iowa Corrections Association, along with Iowa Prison Industries will be on site on this date. Event will be consistent with prior years legislative breakfast. To include an assortment of pastries, snacks, and beverages. (tables, table cloths, signage will be used). We will reserve the space from 7am to 10am, however, the event will run from 7:30am to 9:30am to allow our team time for set up and tear down.

Event Date: 1/21/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

--

Jen Rathje

Legislative Liaison

Central Office

Iowa Department of Corrections

510 E. 12th Street, Des Moines Iowa 50319

515-802-0898

jen.rathje1@iowa.gov

<https://doc.iowa.gov>



Department of Corrections

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ATTACHMENT AS

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB934 - Department of Corrections Legislative Breakfast - 1/21/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: jen.rathje1@iowa.gov
Cc: matthew.miller2@iowa.gov

Thu, Feb 26, 2026 at 12:49 PM

Jen Rathje,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB934

Date of Form Submission: 2/26/2026 12:49:36

Form Submission Values:

Representative's Name: Jen Rathje

Address: 510 E. 12th Street

City: Des Moines

State: Iowa

Zip Code: 50319

Email Address: jen.rathje1@iowa.gov

Phone Number: 515-802-0898

Name (On-site): Matt Miller

Email Address (On-site): matthew.miller2@iowa.gov

Phone Number (On-site): 319-462-3504

Event Requestor: Iowa Department of Corrections and Iowa Corrections Association

Address (Requestor): 510 E. 12th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50319

Location: 1st Floor Rotunda - East & North

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Department of Corrections Legislative Breakfast

Web Page With Event Information:

Event Detail: The Iowa Department of Corrections, Iowa Corrections Association, along with Iowa Prison Industries will be on site on this date. Event will be consistent with prior years legislative breakfast. To include an assortment of pastries, snacks, and beverages. (tables, table cloths, signage will be used). We will reserve the space from 7am to 10am, however, the event will run from 7:30am to 9:30am to allow our team time for set up and tear down.

Event Date: 1/21/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT AT



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB934 - Department of Corrections Legislative Breakfast - 1/21/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: jen.rathje1@iowa.gov
Cc: matthew.miller2@iowa.gov

Thu, Feb 26, 2026 at 12:53 PM

The event request per Application Number: ACB934 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



**Department of
Administrative Services**

On Thu, Feb 26, 2026 at 12:49 PM <donotreplycontactus@iowa.gov> wrote:

Jen Rathje,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB934

Date of Form Submission: 2/26/2026 12:49:36

Form Submission Values:

Representative's Name: Jen Rathje

Address: 510 E. 12th Street

City: Des Moines

State: Iowa

Zip Code: 50319

Email Address: jen.rathje1@iowa.gov

Phone Number: 515-802-0898

Name (On-site): Matt Miller

Email Address (On-site): matthew.miller2@iowa.gov

Phone Number (On-site): 319-462-3504

Event Requestor: Iowa Department of Corrections and Iowa Corrections Association

Address (Requestor): 510 E. 12th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50319

Location: 1st Floor Rotunda - East & North

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Department of Corrections Legislative Breakfast

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

Web Page With Event Information:

Event Detail: The Iowa Department of Corrections, Iowa Corrections Association, along with Iowa Prison Industries will be on site on this date. Event will be consistent with prior years legislative breakfast. To include an assortment of pastries, snacks, and beverages. (tables, table cloths, signage will be used). We will reserve the space from 7am to 10am, however, the event will run from 7:30am to 9:30am to allow our team time for set up and tear down.

Event Date: 1/21/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT AU



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB947 - PEI day on the Hill - 1/21/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Mar 2, 2026 at 2:13 PM

Reply-To: capitol.complex.events@iowa.gov

To: nathan@peiowa.org

Nathaniel Arnold,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB947

Date of Form Submission: 3/2/2026 14:13:36

Form Submission Values:

Representative's Name: Nathaniel Arnold

Address: 974 73rd st., suite 30

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: nathan@peiowa.org

Phone Number: 515-221-2330

Name (On-site):

Email Address (On-site):

Phone Number (On-site):

Event Requestor: Professional Educators of Iowa

Address (Requestor): 974 73rd street, suite 30

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50265

Location: 1st Floor Rotunda - South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: PEI day on the Hill

Web Page With Event Information: <https://peiowa.org/>

Event Detail: Hy Vee catering

Event Date: 1/21/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

ATTACHMENT AV



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB947 - PEI day on the Hill - 1/21/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: nathan@peiowa.org

Mon, Mar 2, 2026 at 2:57 PM

Nathan, The event request per Application Number: ACB947 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Mar 2, 2026 at 2:13 PM <donotreplycontactus@iowa.gov> wrote:

Nathaniel Arnold,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB947

Date of Form Submission: 3/2/2026 14:13:36

Form Submission Values:

Representative's Name: Nathaniel Arnold

Address: 974 73rd st., suite 30

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: nathan@peiowa.org

Phone Number: 515-221-2330

Name (On-site):

Email Address (On-site):

Phone Number (On-site):

Event Requestor: Professional Educators of Iowa

Address (Requestor): 974 73rd street, suite 30

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50265

Location: 1st Floor Rotunda - South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: PEI day on the Hill

Web Page With Event Information: <https://peiowa.org/>

Event Detail: Hy Vee catering

Event Date: 1/21/2027

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

Start Time: 7:00:00 AM
End Time: 10:00:00 AM

ATTACHMENT AW



Capitol Complex, Events <capitol.complex.events@iowa.gov>

RE: Capitol Building Application - ACB947 - PEI day on the Hill - 1/21/2027

1 message

Nathan Arnold <Nathan@peiowa.org>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Mon, Mar 2, 2026 at 2:58 PM

Thank You!

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> **On Behalf Of** Capitol Complex, Events
Sent: Monday, March 2, 2026 2:57 PM
To: Nathan Arnold <Nathan@peiowa.org>
Subject: Re: Capitol Building Application - ACB947 - PEI day on the Hill - 1/21/2027

Nathan, The event request per Application Number: ACB947 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
[109 S.E. 13th St., Des Moines, IA 50319](https://das.iowa.gov)
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Mon, Mar 2, 2026 at 2:13 PM <donotreplycontactus@iowa.gov> wrote:

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Application Number: ACB947
Date of Form Submission: 3/2/2026 14:13:36

Form Submission Values:
Representative's Name: Nathaniel Arnold
Address: 974 73rd st., suite 30
City: West Des Moines
State: Iowa
Zip Code: 50265

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

Email Address: nathan@peiowa.org
Phone Number: 515-221-2330
Name (On-site):
Email Address (On-site):
Phone Number (On-site):
Event Requestor: Professional Educators of Iowa
Address (Requestor): [974 73rd street, suite 30](#)
City (Requestor): West Des Moines
State (Requestor): Iowa
Zip Code (Requestor): 50265
Location: 1st Floor Rotunda - South
Expected Attendance: 26 - 100
Catering Equipment and Outdoor Cooking: Neither
Event Title: PEI day on the Hill
Web Page With Event Information: <https://peiowa.org/>
Event Detail: Hy Vee catering
Event Date: 1/21/2027
Start Time: 7:00:00 AM
End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT AX



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB947 - PEI day on the Hill - 1/21/2027

1 message

Nathan Arnold <Nathan@peiowa.org>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Wed, Mar 4, 2026 at 2:17 PM

I see that the event is listed as "no title"

Not sure if some of the info on the form got lost.

Are you able to add that it is called "PEI teacher day on the hill" and list the organization as "Professional Educators of Iowa"?

Nathaniel E. Arnold, Esq.
Deputy Director
Staff Attorney
Office: (515) 221-2330
Direct Line: (515)348-6024
Cell: (303) 667-7418
974 73rd Street, Suite 30
West Des Moines, IA 50265

Professional Educators of Iowa
<https://www.peiowa.org>



Professional Educators of Iowa CONFIDENTIALITY NOTICE: This email, and any attachments hereto, contains information which may be CONFIDENTIAL and/or ATTORNEY CLIENT PRIVILEGED. The information is intended to be for the use of the individual or entity named above. If you are not the intended recipient, please note that any unauthorized disclosure, copying, distribution or use of the information is prohibited. If you have received this electronic transmission in error, please return the e-mail to the sender and delete it from your computer.

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> on behalf of Capitol Complex, Events <capitol.complex.events@iowa.gov>
Sent: Monday, March 2, 2026 2:57 PM

RECEIVED BY IOCR 05/19/2026

To: Nathan Arnold <Nathan@peiowa.org>

Subject: Re: Capitol Building Application - ACB947 - PEI day on the Hill - 1/21/2027

Nathan, The event request per Application Number: ACB947 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter

Capitol Complex

Events Coordinator

General Services

Enterprise

Iowa Department

of Administrative Services

109 S.E. 13th

St., Des Moines, IA 50319

515-281-7259

Office

515-631-9247

Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Mon, Mar 2, 2026 at 2:13 PM <donotreplycontactus@iowa.gov> wrote:

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Application Number: ACB947

Date of Form Submission: 3/2/2026 14:13:36

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Representative's Name: Nathaniel Arnold

Address: 974 73rd st., suite 30

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: nathan@peiowa.org

Phone Number: 515-221-2330

Name (On-site):

Email Address (On-site):

Phone Number (On-site):

Event Requestor: Professional Educators of Iowa

Address (Requestor): 974 73rd street, suite 30

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50265

Location: 1st Floor Rotunda - South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: PEI day on the Hill

Web Page With Event Information: <https://peiowa.org/>

Event Detail: Hy Vee catering

Event Date: 1/21/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

ATTACHMENT AY



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB947 - PEI day on the Hill - 1/21/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Nathan Arnold <Nathan@peiowa.org>

Thu, Mar 5, 2026 at 10:48 AM

Thank you for bringing that to my attention. The calendar has been updated accordingly.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Wed, Mar 4, 2026 at 2:17 PM Nathan Arnold <Nathan@peiowa.org> wrote:

I see that the event is listed as "no title"

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Are you able to add that it is called "PEI teacher day on the hill" and list the organization as "Professional Educators of Iowa"?

Nathaniel E. Arnold, Esq.

Deputy Director

Staff Attorney

Office: (515) 221-2330

Direct Line: (515)348-6024

Cell: (303) 667-7418

974 73rd Street, Suite 30

West Des Moines, IA 50265

Professional Educators of Iowa

<https://www.peiowa.org>



Professional Educators of Iowa CONFIDENTIALITY NOTICE: This email, and any attachments hereto, contains information which may be CONFIDENTIAL and/or ATTORNEY CLIENT PRIVILEGED. The information is intended to be for the use of the individual or entity named above. If you are not the intended recipient, please note that any unauthorized disclosure, copying, distribution or use of the information is prohibited. If you have received this electronic transmission in error, please return the e-mail to the sender and delete it from your computer.

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> on behalf of Capitol Complex, Events <capitol.complex.events@iowa.gov>
Sent: Monday, March 2, 2026 2:57 PM
To: Nathan Arnold <Nathan@peiowa.org>
Subject: Re: Capitol Building Application - ACB947 - PEI day on the Hill - 1/21/2027

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Suzy Trotter

Capitol Complex

Events Coordinator

General Services

Enterprise

Iowa Department

of Administrative Services

109 S.E. 13th

St., Des Moines, IA 50319

515-281-7259

Office

515-631-9247

Mobile

capitol.complex.events@iowa.gov

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On Mon, Mar 2, 2026 at 2:13 PM <donotreplycontactus@iowa.gov> wrote:
Nathaniel Arnold,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB947

Date of Form Submission: 3/2/2026 14:13:36

Form Submission Values:

Representative's Name: Nathaniel Arnold

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RECEIVED BY IOCR 05/19/2026

Address: 974 73rd st., suite 30
City: West Des Moines
State: Iowa
Zip Code: 50265
Email Address: nathan@peiowa.org
Phone Number: 515-221-2330
Name (On-site):
Email Address (On-site):
Phone Number (On-site):
Event Requestor: Professional Educators of Iowa
Address (Requestor): 974 73rd street, suite 30
City (Requestor): West Des Moines
State (Requestor): Iowa
Zip Code (Requestor): 50265
Location: 1st Floor Rotunda - South
Expected Attendance: 26 - 100
Catering Equipment and Outdoor Cooking: Neither
Event Title: PEI day on the Hill
Web Page With Event Information: <https://peiowa.org/>
Event Detail: Hy Vee catering
Event Date: 1/21/2027
Start Time: 7:00:00 AM
End Time: 10:00:00 AM

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ATTACHMENT AZ



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB797 - Iowa Association of Colleges for Teacher Education - 1/20/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: groverj@uii.edu
Cc: groverj@uii.edu

Tue, Jan 20, 2026 at 6:00 AM

Jodi Grover,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB797

Date of Form Submission: 1/20/2026 6:00:01

Form Submission Values:

Representative's Name: Jodi Grover

Address: 5000 Westown Parkway, Suite 200

City: West Des Moines

State: Iowa

Zip Code: 50266

Email Address: groverj@uii.edu

Phone Number: 515-225-1800

Name (On-site): Jodi Grover

Email Address (On-site): groverj@uii.edu

Phone Number (On-site): 319-521-7148

Event Requestor: Iowa Association of Colleges for Teacher Education

Address (Requestor): 5000 Westown Parkway, Suite 200

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Association of Colleges for Teacher Education

Web Page With Event Information: <https://www.iowacte.org/>

Event Detail: I will set-up two tables for the Capitol for donuts/coffee which is being catered by Hy-Vee at 6:45 a.m.. I will be using two pop-up banners from the Iowa Association of Colleges for Teacher Education. I will tear down the two tables and catering items at 8:35 a.m. ****We are open to sharing any space in the Rotunda with other groups. We don't mind moving to a different spot in the Rotunda or having to share space.****

Event Date: 1/20/2027

Start Time: 6:45:00 AM

End Time: 8:40:00 AM

ATTACHMENT BA



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB797 - Iowa Association of Colleges for Teacher Education - 1/20/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: groverj@uii.edu

Tue, Jan 20, 2026 at 9:14 AM

Hi Jodi, Application Number: ACB797 will not be approved as submitted. The Iowa Department Of Veterans Affairs will host the annual Veterans Day at the Capitol in the Rotunda from 7a to 1p. Prior to your application we received an application for the afternoon. In short, the Rotunda is spoken for from 7a to 5p on 1/20/2027.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 20, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Jodi Grover,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB797

Date of Form Submission: 1/20/2026 6:00:01

Form Submission Values:

Representative's Name: Jodi Grover

Address: 5000 Westown Parkway, Suite 200

City: West Des Moines

State: Iowa

Zip Code: 50266

Email Address: groverj@uii.edu

Phone Number: 515-225-1800

Name (On-site): Jodi Grover

Email Address (On-site): groverj@uii.edu

Phone Number (On-site): 319-521-7148

Event Requestor: Iowa Association of Colleges for Teacher Education

Address (Requestor): 5000 Westown Parkway, Suite 200

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Association of Colleges for Teacher Education

Web Page With Event Information: <https://www.iowacte.org/>

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Event Detail: I will set-up two tables for the Capitol for donuts/coffee which is being catered by Hy-Vee at 6:45 a.m.. I will be using two pop-up banners from the Iowa Association of Colleges for Teacher Education. I will tear down the two tables and catering items at 8:35 a.m. ****We are open to sharing any space in the Rotunda with other groups. We don't mind moving to a different spot in the Rotunda or having to share space.****

Event Date: 1/20/2027

Start Time: 6:45:00 AM

End Time: 8:40:00 AM

ATTACHMENT BB



Capitol Complex, Events <capitol.complex.events@iowa.gov>

RE: Capitol Building Application - ACB797 - Iowa Association of Colleges for Teacher Education - 1/20/2027

1 message

Grover, Jodi <groverj@uii.edu>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Tue, Jan 20, 2026 at 9:16 AM

Hi Suzy,

Is there anything schedule for the entire Rotunda the next day—January 21, 2027?

We just need a small space.

Thank you,

Jodi

Jodi Grover, M.Ed.

Teacher Education Coordinator—Lead

Upper Iowa University

5000 Westown Parkway, Suite 200

West Des Moines, IA 50266

515-225-1800

groverj@uii.edu

Schedule an appointment with me today!

<https://calendly.com/groverj-uii>

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> **On Behalf Of** Capitol Complex, Events

Sent: Tuesday, January 20, 2026 9:15 AM

To: Grover, Jodi <groverj@uii.edu>

Subject: Re: Capitol Building Application - ACB797 - Iowa Association of Colleges for Teacher Education - 1/20/2027

EXTERNAL: Please DO NOT CLICK LINKS OR OPEN ATTACHMENTS unless you were expecting the

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attachment(s) and know the content is safe.

Hi Jodi, Application Number: ACB797 will not be approved as submitted. The Iowa Department Of Veterans Affairs will host the annual Veterans Day at the Capitol in the Rotunda from 7a to 1p. Prior to your application we received an application for the afternoon. In short, the Rotunda is spoken for from 7a to 5p on 1/20/2027.

Suzy Trotter

Capitol Complex Events

Coordinator

General Services Enterprise

Iowa Department of Administrative

Services

109 S.E. 13th St., Des

Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 20, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Jodi Grover,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB797

Date of Form Submission: 1/20/2026 6:00:01

Form Submission Values:

Representative's Name: Jodi Grover

Address: 5000 Westown Parkway, Suite 200

City: West Des Moines

State: Iowa

Zip Code: 50266

Email Address: groverj@uii.edu

Phone Number: 515-225-1800

Name (On-site): Jodi Grover

Email Address (On-site): groverj@uii.edu

Phone Number (On-site): 319-521-7148

Event Requestor: Iowa Association of Colleges for Teacher Education

Address (Requestor): 5000 Westown Parkway, Suite 200

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Association of Colleges for Teacher Education

Web Page With Event Information: <https://www.iowacte.org/>

Event Detail: I will set-up two tables for the Capitol for donuts/coffee which is being catered by Hy-Vee at 6:45 a.m.. I will be using two pop-up banners from the Iowa Association of Colleges for Teacher Education. I will tear down the two

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tables and catering items at 8:35 a.m. We are open to sharing any space in the Rotunda with other groups. We don't mind moving to a different spot in the Rotunda or having to share space.****

Event Date: 1/20/2027

Start Time: 6:45:00 AM

End Time: 8:40:00 AM

This electronic message, including any attachments, is intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you received this electronic communication in error, please contact the sender immediately and destroy this electronic communication in its entirety. Email sent to or from Upper Iowa University may be retained as required by law or regulation. Thank you for your cooperation.

ATTACHMENT BC



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB797 - Iowa Association of Colleges for Teacher Education - 1/20/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: "Grover, Jodi" <groverj@uii.edu>

Tue, Jan 20, 2026 at 9:20 AM

Hi - applications can be submitted up to one year in advance. The earliest a application could be reviewed for 1/21/2027 would be at 6:00:00a on 1/21/2026.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 20, 2026 at 9:16 AM Grover, Jodi <groverj@uii.edu> wrote:

Hi Suzy,

Is there anything schedule for the entire Rotunda the next day—January 21, 2027?

We just need a small space.

Thank you,

Jodi

Jodi Grover, M.Ed.

Teacher Education Coordinator—Lead

Upper Iowa University

5000 Westown Parkway, Suite 200

West Des Moines, IA 50266

515-225-1800

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groverj@uiu.edu

Schedule an appointment with me today!

<https://calendly.com/groverj-uiu>

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> **On Behalf Of** Capitol Complex, Events

Sent: Tuesday, January 20, 2026 9:15 AM

To: Grover, Jodi <groverj@uiu.edu>

Subject: Re: Capitol Building Application - ACB797 - Iowa Association of Colleges for Teacher Education - 1/20/2027

EXTERNAL: Please DO NOT CLICK LINKS OR OPEN ATTACHMENTS unless you were expecting the attachment(s) and know the content is safe.

Hi Jodi, Application Number: ACB797 will not be approved as submitted. The Iowa Department Of Veterans Affairs will host the annual Veterans Day at the Capitol in the Rotunda from 7a to 1p. Prior to your application we received an application for the afternoon. In short, the Rotunda is spoken for from 7a to 5p on 1/20/2027.

Suzy Trotter

Capitol Complex Events

Coordinator

General Services Enterprise

Iowa Department of Administrative
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515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 20, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Jodi Grover,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB797

Date of Form Submission: 1/20/2026 6:00:01

Form Submission Values:

Representative's Name: Jodi Grover

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Address: 5000 Westown Parkway, Suite 200

City: West Des Moines

State: Iowa

Zip Code: 50266

Email Address: groverj@uii.edu

Phone Number: 515-225-1800

Name (On-site): Jodi Grover

Email Address (On-site): groverj@uii.edu

Phone Number (On-site): 319-521-7148

Event Requestor: Iowa Association of Colleges for Teacher Education

Address (Requestor): 5000 Westown Parkway, Suite 200

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Association of Colleges for Teacher Education

Web Page With Event Information: <https://www.iowacte.org/>

Event Detail: I will set-up two tables for the Capitol for donuts/coffee which is being catered by Hy-Vee at 6:45 a.m.. I will be using two pop-up banners from the Iowa Association of Colleges for Teacher Education. I will tear down the two tables and catering items at 8:35 a.m. ****We are open to sharing any space in the Rotunda with other groups. We don't mind moving to a different spot in the Rotunda or having to share space. ****

Event Date: 1/20/2027

Start Time: 6:45:00 AM

End Time: 8:40:00 AM

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ATTACHMENT BD



Capitol Complex, Events <capitol.complex.events@iowa.gov>

RE: Capitol Building Application - ACB797 - Iowa Association of Colleges for Teacher Education - 1/20/2027

1 message

Grover, Jodi <groverj@uiu.edu>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Tue, Jan 20, 2026 at 9:26 AM

Okay—thank you!

Jodi Grover, M.Ed.

Teacher Education Coordinator—Lead

Upper Iowa University

5000 Westown Parkway, Suite 200

West Des Moines, IA 50266

515-225-1800

groverj@uiu.edu

Schedule an appointment with me today!

<https://calendly.com/groverj-uiu>

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> **On Behalf Of** Capitol Complex, Events
Sent: Tuesday, January 20, 2026 9:20 AM
To: Grover, Jodi <groverj@uiu.edu>
Subject: Re: Capitol Building Application - ACB797 - Iowa Association of Colleges for Teacher Education - 1/20/2027

EXTERNAL: Please DO NOT CLICK LINKS OR OPEN ATTACHMENTS unless you were expecting the attachment(s) and know the content is safe.

Hi - applications can be submitted up to one year in advance. The earliest a application could be reviewed for 1/21/2027 would be at 6:00:00a on 1/21/2026.

Suzy Trotter
Capitol Complex Events
Coordinator
General Services Enterprise

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Iowa Department of Administrative
Services
109 S.E. 13th St., Des
Moines, IA 50319
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Tue, Jan 20, 2026 at 9:16 AM Grover, Jodi <groverj@uii.edu> wrote:

Hi Suzy,

Is there anything schedule for the entire Rotunda the next day—January 21, 2027?

We just need a small space.

Thank you,

Jodi

Jodi Grover, M.Ed.

Teacher Education Coordinator—Lead

Upper Iowa University

5000 Westown Parkway, Suite 200

West Des Moines, IA 50266

515-225-1800

groverj@uii.edu

Schedule an appointment with me today!

<https://calendly.com/groverj-uii>

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> **On Behalf Of** Capitol Complex, Events

Sent: Tuesday, January 20, 2026 9:15 AM

To: Grover, Jodi <groverj@uii.edu>

Subject: Re: Capitol Building Application - ACB797 - Iowa Association of Colleges for Teacher Education - 1/20/2027

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Hi Jodi, Application Number: ACB797 will not be approved as submitted. The Iowa Department Of Veterans Affairs will host the annual Veterans Day at the Capitol in the Rotunda from 7a to 1p. Prior to your application we received an application for the afternoon. In short, the Rotunda is spoken for from 7a to 5p on 1/20/2027.

Suzy Trotter
Capitol Complex Events
Coordinator
 General Services Enterprise
 Iowa Department of Administrative
 Services
[109 S.E. 13th St.](#), Des
 Moines, IA 50319
 515-281-7259 Office
 515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Tue, Jan 20, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Jodi Grover,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB797
Date of Form Submission: 1/20/2026 6:00:01

Form Submission Values:

Representative's Name: Jodi Grover
Address: [5000 Westown Parkway, Suite 200](#)
City: West Des Moines
State: Iowa
Zip Code: 50266
Email Address: groverj@uii.edu
Phone Number: 515-225-1800
Name (On-site): Jodi Grover
Email Address (On-site): groverj@uii.edu
Phone Number (On-site): 319-521-7148
Event Requestor: Iowa Association of Colleges for Teacher Education
Address (Requestor): [5000 Westown Parkway, Suite 200](#)
City (Requestor): West Des Moines
State (Requestor): Iowa
Zip Code (Requestor): 50266
Location: 1st Floor Rotunda - West
Expected Attendance: 26 - 100
Catering Equipment and Outdoor Cooking: Neither
Event Title: Iowa Association of Colleges for Teacher Education
Web Page With Event Information: <https://www.iowacte.org/>

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Event Detail: I will set-up two tables for the Capitol for donuts/coffee which is being catered by Hy-Vee at 6:45 a.m.. I will be using two pop-up banners from the Iowa Association of Colleges for Teacher Education. I will tear down the two tables and catering items at 8:35 a.m. ****We are open to sharing any space in the Rotunda with other groups. We don't mind moving to a different spot in the Rotunda or having to share space.****
Event Date: 1/20/2027
Start Time: 6:45:00 AM
End Time: 8:40:00 AM

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ATTACHMENT B E



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB798 - Iowa Association of Colleges for Teacher Education - 1/21/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: groverj@uii.edu
Cc: groverj@uii.edu

Wed, Jan 21, 2026 at 6:00 AM

Jodi Grover,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB798

Date of Form Submission: 1/21/2026 6:00:09

Form Submission Values:

Representative's Name: Jodi Grover

Address: 5000 Westown Parkway, Suite 200

City: West Des Moines

State: Iowa

Zip Code: 50266

Email Address: groverj@uii.edu

Phone Number: 515-225-1800

Name (On-site): Jodi Grover

Email Address (On-site): groverj@uii.edu

Phone Number (On-site): 319-521-7148

Event Requestor: Iowa Association of Colleges for Teacher Education

Address (Requestor): 5000 Westown Parkway, Suite 200

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Association of Colleges for Teacher Education

Web Page With Event Information: <https://www.iowacte.org/>

Event Detail: I will set-up two tables for the Capitol for donuts/coffee which is being catered by Hy-Vee at 6:45 a.m.. I will be using two pop-up banners from the Iowa Association of Colleges for Teacher Education. I will tear down the two tables and catering items at 8:15 noa.m. ****We are open to sharing any space in the Rotunda with other groups. We don't mind moving to a different spot in the Rotunda or having to share space.****

Event Date: 1/21/2027

Start Time: 6:45:00 AM

End Time: 8:40:00 AM

ATTACHMENT B F



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB798 - Iowa Association of Colleges for Teacher Education - 1/21/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: groverj@uii.edu

Wed, Jan 21, 2026 at 8:11 AM

Hi Jodi, our office will follow up with an agreement at a later date to confirm Application Number: ACB798 as submitted. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Wed, Jan 21, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:
Jodi Grover,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB798

Date of Form Submission: 1/21/2026 6:00:09

Form Submission Values:

Representative's Name: Jodi Grover

Address: 5000 Westown Parkway, Suite 200

City: West Des Moines

State: Iowa

Zip Code: 50266

Email Address: groverj@uii.edu

Phone Number: 515-225-1800

Name (On-site): Jodi Grover

Email Address (On-site): groverj@uii.edu

Phone Number (On-site): 319-521-7148

Event Requestor: Iowa Association of Colleges for Teacher Education

Address (Requestor): 5000 Westown Parkway, Suite 200

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Association of Colleges for Teacher Education

Web Page With Event Information: <https://www.iowacte.org/>

Event Detail: I will set-up two tables for the Capitol for donuts/coffee which is being catered by Hy-Vee at 6:45 a.m.. I will be using two pop-up banners from the Iowa Association of Colleges for Teacher Education. I will tear down the two

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tables and catering items at 8:15 noa.m. **** We are open to sharing any space in the Rotunda with other groups. We don't mind moving to a different spot in the Rotunda or having to share space. ****

Event Date: 1/21/2027

Start Time: 6:45:00 AM

End Time: 8:40:00 AM

ATTACHMENT BG



Capitol Complex, Events <capitol.complex.events@iowa.gov>

RE: Capitol Building Application - ACB798 - Iowa Association of Colleges for Teacher Education - 1/21/2027

1 message

Grover, Jodi <groverj@uii.edu>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Wed, Jan 21, 2026 at 8:12 AM

Thank you, Suzy!

Jodi Grover, M.Ed.

Teacher Education Coordinator—Lead

Upper Iowa University

5000 Westown Parkway, Suite 200

West Des Moines, IA 50266

515-225-1800

groverj@uii.edu

Schedule an appointment with me today!

<https://calendly.com/groverj-uii>

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> **On Behalf Of** Capitol Complex, Events
Sent: Wednesday, January 21, 2026 8:12 AM
To: Grover, Jodi <groverj@uii.edu>
Subject: Re: Capitol Building Application - ACB798 - Iowa Association of Colleges for Teacher Education - 1/21/2027

EXTERNAL: Please DO NOT CLICK LINKS OR OPEN ATTACHMENTS unless you were expecting the attachment(s) and know the content is safe.

Hi Jodi, our office will follow up with an agreement at a later date to confirm Application Number: ACB798 as submitted. Please contact our office if your plans change.

Suzy Trotter
Capitol Complex Events
Coordinator
General Services Enterprise
Iowa Department of Administrative
Services

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109 S.E. 13th St., Des
 Moines, IA 50319
 515-281-7259 Office
 515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



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Jodi Grover,

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Form Submission Values:

Representative's Name: Jodi Grover

Address: 5000 Westown Parkway, Suite 200

City: West Des Moines

State: Iowa

Zip Code: 50266

Email Address: groverj@uii.edu

Phone Number: 515-225-1800

Name (On-site): Jodi Grover

Email Address (On-site): groverj@uii.edu

Phone Number (On-site): 319-521-7148

Event Requestor: Iowa Association of Colleges for Teacher Education

Address (Requestor): 5000 Westown Parkway, Suite 200

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Iowa Association of Colleges for Teacher Education

Web Page With Event Information: <https://www.iowacte.org/>

Event Detail: I will set-up two tables for the Capitol for donuts/coffee which is being catered by Hy-Vee at 6:45 a.m.. I will be using two pop-up banners from the Iowa Association of Colleges for Teacher Education. I will tear down the two tables and catering items at 8:15 noa.m. ****We are open to sharing any space in the Rotunda with other groups. We don't mind moving to a different spot in the Rotunda or having to share space.****

Event Date: 1/21/2027

Start Time: 6:45:00 AM

End Time: 8:40:00 AM

This electronic message, including any attachments, is intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you received this electronic communication in error, please contact the sender immediately and destroy this electronic communication in its entirety. Email sent to or from Upper Iowa University may be retained as required by law or regulation. Thank you for your cooperation.

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ATTACHMENT BH



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB799 - Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa - 1/14/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: jtchesser@gmail.com
Cc: gbelitsos55@gmail.com

Thu, Jan 22, 2026 at 6:05 PM

John Chesser,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB799
Date of Form Submission: 1/22/2026 18:05:41

Form Submission Values:

Representative's Name: John Chesser

Address: 3612 Adams Ave

City: Des Moines

State: Iowa

Zip Code: 50310

Email Address: jtchesser@gmail.com

Phone Number: 515-314-8516

Name (On-site): George Belitsos

Email Address (On-site): gbelitsos55@gmail.com

Phone Number (On-site): 515-290-1909

Event Requestor: Iowa Network Against Human Trafficking

Address (Requestor): 5508 West Lincoln Way

City (Requestor): Ames

State (Requestor): Iowa

Zip Code (Requestor): 50014

Location: 1st Floor Rotunda - East

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa

Web Page With Event Information: <https://iowanaht.org>

Event Detail: Four rows of portable chairs (60+ chairs), US flag, Iowa flag and two folding tables provided by Capitol; podium and PA system provided by the Governor's office (if the Gov. or Lt. Gov. attend); set up begins no later than 10:30am; event starts at 11:30am and ends at 12:30pm; event tear down begins at 12:45pm and concludes by 1:30pm.

Event Date: 1/14/2027

Start Time: 10:00:00 AM

End Time: 2:00:00 PM

ATTACHMENT B I



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB799 - Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa - 1/14/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Fri, Jan 23, 2026 at 9:31 AM

To: jtchesser@gmail.com

Cc: gbelitsos55@gmail.com

Hi John, our office will follow up with an agreement at a later date to confirm Application Number: ACB799 as submitted for 1/14/2027. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Thu, Jan 22, 2026 at 6:05 PM <donotreplycontactus@iowa.gov> wrote:

John Chesser,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB799

Date of Form Submission: 1/22/2026 18:05:41

Form Submission Values:

Representative's Name: John Chesser

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City: Des Moines

State: Iowa

Zip Code: 50310

Email Address: jtchesser@gmail.com

Phone Number: 515-314-8516

Name (On-site): George Belitsos

Email Address (On-site): gbelitsos55@gmail.com

Phone Number (On-site): 515-290-1909

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Address (Requestor): 5508 West Lincoln Way

City (Requestor): Ames

State (Requestor): Iowa

Zip Code (Requestor): 50014

Location: 1st Floor Rotunda - East

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa

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RECEIVED BY IOCR 05/19/2026

Web Page With Event Information: <https://iowanant.org>

Event Detail: Four rows of portable chairs (60+ chairs), US flag, Iowa flag and two folding tables provided by Capitol; podium and PA system provided by the Governor's office (if the Gov. or Lt. Gov. attend); set up begins no later than 10:30am; event starts at 11:30am and ends at 12:30pm; event tear down begins at 12:45pm and concludes by 1:30pm.

Event Date: 1/14/2027

Start Time: 10:00:00 AM

End Time: 2:00:00 PM

ATTACHMENT BJ



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB799 - Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa - 1/14/2027

1 message

John Chesser <jtchesser@gmail.com>

Fri, Jan 23, 2026 at 9:37 AM

To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Hi Suzy -

Well as it turns out our plans have changed. I didn't realized that Thursday Jan 14, 2027 is inauguration day.

Our lobbyist cautioned us against having our event that day so we need to cancel.

I plan to reschedule as soon as we decided what to do.

Thank you for your patience!

On Fri, Jan 23, 2026 at 9:31 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi John, our office will follow up with an agreement at a later date to confirm Application Number: ACB799 as submitted for 1/14/2027. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Thu, Jan 22, 2026 at 6:05 PM <donotreplycontactus@iowa.gov> wrote:

John Chesser,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB799

Date of Form Submission: 1/22/2026 18:05:41

Form Submission Values:

Representative's Name: John Chesser

Address: 3612 Adams Ave

City: Des Moines

State: Iowa

Zip Code: 50310

Email Address: jtchesser@gmail.com

Phone Number: 515-314-8516

Name (On-site): George Belitsos

Email Address (On-site): gbelitsos55@gmail.com

Phone Number (On-site): 515-290-1909

Event Requestor: Iowa Network Against Human Trafficking

Address (Requestor): 5508 West Lincoln Way

City (Requestor): Ames

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

State (Requestor): Iowa

Zip Code (Requestor): 50014

Location: 1st Floor Rotunda - East

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa

Web Page With Event Information: <https://iowanaht.org>

Event Detail: Four rows of portable chairs (60+ chairs), US flag, Iowa flag and two folding tables provided by Capitol; podium and PA system provided by the Governor's office (if the Gov. or Lt. Gov. attend); set up begins no later than 10:30am; event starts at 11:30am and ends at 12:30pm; event tear down begins at 12:45pm and concludes by 1:30pm.

Event Date: 1/14/2027

Start Time: 10:00:00 AM

End Time: 2:00:00 PM

--
John Chesser
515-314-8516 (cell)

ATTACHMENT BK



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB799 - Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa - 1/14/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: John Chesser <jtchesser@gmail.com>

Fri, Jan 23, 2026 at 10:04 AM

Thank you for letting us know. I will remove the event from the 1/14/2027 calendar.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Fri, Jan 23, 2026 at 9:37 AM John Chesser <jtchesser@gmail.com> wrote:

Hi Suzy -

Well as it turns out our plans have changed. I didn't realized that Thursday Jan 14, 2027 is inauguration day.

Our lobbyist cautioned us against having our event that day so we need to cancel.

I plan to reschedule as soon as we decided what to do.

Thank you for your patience!

On Fri, Jan 23, 2026 at 9:31 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi John, our office will follow up with an agreement at a later date to confirm Application Number: ACB799 as submitted for 1/14/2027. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Thu, Jan 22, 2026 at 6:05 PM <donotreplycontactus@iowa.gov> wrote:

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RECEIVED BY IOCR 05/19/2026

John Chesser,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB799

Date of Form Submission: 1/22/2026 18:05:41

Form Submission Values:

Representative's Name: John Chesser

Address: 3612 Adams Ave

City: Des Moines

State: Iowa

Zip Code: 50310

Email Address: jtchesser@gmail.com

Phone Number: 515-314-8516

Name (On-site): George Belitsos

Email Address (On-site): gbelitsos55@gmail.com

Phone Number (On-site): 515-290-1909

Event Requestor: Iowa Network Against Human Trafficking

Address (Requestor): 5508 West Lincoln Way

City (Requestor): Ames

State (Requestor): Iowa

Zip Code (Requestor): 50014

Location: 1st Floor Rotunda - East

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa

Web Page With Event Information: <https://iowanah.org>

Event Detail: Four rows of portable chairs (60+ chairs), US flag, Iowa flag and two folding tables provided by Capitol; podium and PA system provided by the Governor's office (if the Gov. or Lt. Gov. attend); set up begins no later than 10:30am; event starts at 11:30am and ends at 12:30pm; event tear down begins at 12:45pm and concludes by 1:30pm.

Event Date: 1/14/2027

Start Time: 10:00:00 AM

End Time: 2:00:00 PM

--

John Chesser
515-314-8516 (cell)

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ATTACHMENT BL



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB800 - Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa - 1/21/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: jtchesser@gmail.com
Cc: gbelitsos55@gmail.com

Fri, Jan 23, 2026 at 1:31 PM

John Chesser,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB800
Date of Form Submission: 1/23/2026 13:31:25

Form Submission Values:

Representative's Name: John Chesser

Address: 3612 Adams Ave

City: Des Moines

State: Iowa

Zip Code: 50310

Email Address: jtchesser@gmail.com

Phone Number: 515-314-8516

Name (On-site): George Belitsos

Email Address (On-site): gbelitsos55@gmail.com

Phone Number (On-site): 515-290-1909

Event Requestor: Iowa Network Against Human Trafficking

Address (Requestor):

City (Requestor): 5508 West Lincoln Way

State (Requestor): Iowa

Zip Code (Requestor): 50014

Location: 1st Floor Rotunda - East

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa

Web Page With Event Information: <https://iowanaht.org>

Event Detail: Four rows of portable chairs (60+ chairs), US flag, Iowa flag and two folding tables provided by Capitol; podium and PA system provided by the Governor's office (if the Gov. or Lt. Gov. attend); set up begins no later than 10:30am; event starts at 11:30am and ends at 12:30pm; event tear down begins at 12:45pm and concludes by 1:30pm.

Event Date: 1/21/2027

Start Time: 10:00:00 AM

End Time: 2:00:00 PM

ATTACHMENT BM



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB800 - Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa - 1/21/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Fri, Jan 23, 2026 at 1:47 PM

To: jtchesser@gmail.com

Cc: gbelitsos55@gmail.com

Hi John- I have your event on the calendar for 1/21/2027. Our office will follow up with an agreement at a later date to confirm Application Number: ACB800.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Fri, Jan 23, 2026 at 1:31 PM <donotreplycontactus@iowa.gov> wrote:

John Chesser,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB800

Date of Form Submission: 1/23/2026 13:31:25

Form Submission Values:

Representative's Name: John Chesser

Address: 3612 Adams Ave

City: Des Moines

State: Iowa

Zip Code: 50310

Email Address: jtchesser@gmail.com

Phone Number: 515-314-8516

Name (On-site): George Belitsos

Email Address (On-site): gbelitsos55@gmail.com

Phone Number (On-site): 515-290-1909

Event Requestor: Iowa Network Against Human Trafficking

Address (Requestor):

City (Requestor): 5508 West Lincoln Way

State (Requestor): Iowa

Zip Code (Requestor): 50014

Location: 1st Floor Rotunda - East

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa

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Web Page With Event Information: <https://iowanant.org>

Event Detail: Four rows of portable chairs (60+ chairs), US flag, Iowa flag and two folding tables provided by Capitol; podium and PA system provided by the Governor's office (if the Gov. or Lt. Gov. attend); set up begins no later than 10:30am; event starts at 11:30am and ends at 12:30pm; event tear down begins at 12:45pm and concludes by 1:30pm.

Event Date: 1/21/2027

Start Time: 10:00:00 AM

End Time: 2:00:00 PM

ATTACHMENT BN



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB799 - Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa - 1/14/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: John Chesser <jtchesser@gmail.com>

Tue, Mar 24, 2026 at 3:15 PM

Hi John - From Cheif Clerk Nelson of the Iowa House, "Session will start on the 11th; the Governor's Inauguration will be January 15th. We will have conditions of the State on January 12th."

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Fri, Jan 23, 2026 at 9:37 AM John Chesser <jtchesser@gmail.com> wrote:

Hi Suzy -

Well as it turns out our plans have changed. I didn't realized that Thursday Jan 14, 2027 is inauguration day. Our lobbyist cautioned us against having our event that day so we need to cancel.

I plan to reschedule as soon as we decided what to do.

Thank you for your patience!

On Fri, Jan 23, 2026 at 9:31 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi John, our office will follow up with an agreement at a later date to confirm Application Number: ACB799 as submitted for 1/14/2027. Please contact our office if your plans change.

Suzy Trotter

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109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



RECEIVED BY IOCR 05/19/2026

On Thu, Jan 22, 2026 at 6:05 PM <do-not-reply-contactus@iowa.gov> wrote:

John Chesser,

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Application Number: ACB799

Date of Form Submission: 1/22/2026 18:05:41

Form Submission Values:

Representative's Name: John Chesser

Address: 3612 Adams Ave

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State: Iowa

Zip Code: 50310

Email Address: jtchesser@gmail.com

Phone Number: 515-314-8516

Name (On-site): George Belitsos

Email Address (On-site): gbelitsos55@gmail.com

Phone Number (On-site): 515-290-1909

Event Requestor: Iowa Network Against Human Trafficking

Address (Requestor): 5508 West Lincoln Way

City (Requestor): Ames

State (Requestor): Iowa

Zip Code (Requestor): 50014

Location: 1st Floor Rotunda - East

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa

Web Page With Event Information: <https://iowanaht.org>

Event Detail: Four rows of portable chairs (60+ chairs), US flag, Iowa flag and two folding tables provided by Capitol; podium and PA system provided by the Governor's office (if the Gov. or Lt. Gov. attend); set up begins no later than 10:30am; event starts at 11:30am and ends at 12:30pm; event tear down begins at 12:45pm and concludes by 1:30pm.

Event Date: 1/14/2027

Start Time: 10:00:00 AM

End Time: 2:00:00 PM

--

John Chesser
515-314-8516 (cell)

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT BO



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB799 - Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa - 1/14/2027

1 message

John Chesser <jtchesser@gmail.com>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Tue, Mar 24, 2026 at 3:20 PM

Hi Suzy -
Thank you for letting us know. We appreciate it.
We scheduled our event for Jan. 21, 2027, so we should be OK.

On Tue, Mar 24, 2026 at 3:15 PM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:
Hi John - From Cheif Clerk Nelson of the Iowa House, "Session will start on the 11th; the Governor's Inauguration will be January 15th. We will have conditions of the State on January 12th."

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
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I plan to reschedule as soon as we decided what to do.
Thank you for your patience!

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Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
109 S.E. 13th St., Des Moines, IA 50319
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>

RECEIVED BY IOCR 05/19/2026

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On Thu, Jan 22, 2026 at 6:05 PM <donotreplycontactus@iowa.gov> wrote:
John Chesser,

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Application Number: ACB799

Date of Form Submission: 1/22/2026 18:05:41

Form Submission Values:

Representative's Name: John Chesser

Address: 3612 Adams Ave

City: Des Moines

State: Iowa

Zip Code: 50310

Email Address: jtchesser@gmail.com

Phone Number: 515-314-8516

Name (On-site): George Belitsos

Email Address (On-site): gbelitsos55@gmail.com

Phone Number (On-site): 515-290-1909

Event Requestor: Iowa Network Against Human Trafficking

Address (Requestor): 5508 West Lincoln Way

City (Requestor): Ames

State (Requestor): Iowa

Zip Code (Requestor): 50014

Location: 1st Floor Rotunda - East

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Governor's Outstanding Anti-Trafficking Awards and Proclamation of January 2027 as Human Trafficking Awareness Month in Iowa

Web Page With Event Information: <https://iowanaht.org>

Event Detail: Four rows of portable chairs (60+ chairs), US flag, Iowa flag and two folding tables provided by Capitol; podium and PA system provided by the Governor's office (if the Gov. or Lt. Gov. attend); set up begins no later than 10:30am; event starts at 11:30am and ends at 12:30pm; event tear down begins at 12:45pm and concludes by 1:30pm.

Event Date: 1/14/2027

Start Time: 10:00:00 AM

End Time: 2:00:00 PM

--
John Chesser
515-314-8516 (cell)

--
John Chesser
515-314-8516 (cell)

RECEIVED BY IOCR 05/19/2026

211

ATTACHMENT B P



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB806 - Day on Hill with the AEA's, IASB, and SAI - 1/25/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: emiller@ia-sb.org
Cc: emiller@ia-sb.org

Tue, Jan 27, 2026 at 8:05 AM

Emily Miller,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB806
Date of Form Submission: 1/27/2026 8:05:39

Form Submission Values:

Representative's Name: Emily Miller

Address: 6000 Grand Avenue

City: Des Moines

State: Iowa

Zip Code: 50312

Email Address: emiller@ia-sb.org

Phone Number: 515-447-6836

Name (On-site): Emily Miller

Email Address (On-site): emiller@ia-sb.org

Phone Number (On-site): 515-447-6836

Event Requestor: Iowa Association of School Boards

Address (Requestor): 6000 Grand Ave

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50312

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Day on Hill with the AEA's, IASB, and SAI

Web Page With Event Information: <https://www.ia-sb.org/the-learning-hub/conferences-and-events/day-on-the-hill>

Event Detail: We will be renting tables to host a a School District Showcase exhibiting student work from across the state. We'll bring in catering.

Event Date: 1/25/2027

Start Time: 9:30:00 AM

End Time: 4:00:00 PM

ATTACHMENT BQ



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB806 - Day on Hill with the AEA's, IASB, and SAI - 1/25/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: emiller@ia-sb.org

Tue, Jan 27, 2026 at 9:48 AM

Emily, our office will follow up with an agreement at a later date to confirm Application Number: ACB806. Please contact our office if your plans.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Tue, Jan 27, 2026 at 8:05 AM <donotreplycontactus@iowa.gov> wrote:
Emily Miller,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB806

Date of Form Submission: 1/27/2026 8:05:39

Form Submission Values:

Representative's Name: Emily Miller

Address: 6000 Grand Avenue

City: Des Moines

State: Iowa

Zip Code: 50312

Email Address: emiller@ia-sb.org

Phone Number: 515-447-6836

Name (On-site): Emily Miller

Email Address (On-site): emiller@ia-sb.org

Phone Number (On-site): 515-447-6836

Event Requestor: Iowa Association of School Boards

Address (Requestor): 6000 Grand Ave

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50312

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Day on Hill with the AEA's, IASB, and SAI

Web Page With Event Information: <https://www.ia-sb.org/the-learning-hub/conferences-and-events/day-on-the-hill>

Event Detail: We will be renting tables to host a School District Showcase exhibiting student work from across the state. We'll bring in catering.

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ATTACHMENT B R



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB806 - Day on Hill with the AEA's, IASB, and SAI - 1/25/2027

1 message

Emily Miller <emiller@ia-sb.org>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Tue, Jan 27, 2026 at 10:13 AM

Thank you, Suzy!

Is this confirmation that our application has been accepted, or a notice that it's being reviewed?

Best,
Emily

Emily Miller
Convention and Events Director
Iowa Association of School Boards
6000 Grand Ave., Ste. A, Des Moines, IA 50312-1417
email emiller@ia-sb.org
direct (515) 247-4699
web www.ia-sb.org

IASB celebrates three consecutive years of 100% membership! Thank you to our members for your trust and commitment to public education!

Please add IASB@ia-sb.org to your safe sender list to ensure you receive important IASB emails and updates.

NOTICE: This communication and any response to it may constitute a public record, and therefore, may be available upon request under Iowa public records law, *Iowa Code* Chapter 22.

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> on behalf of Capitol Complex, Events <capitol.complex.events@iowa.gov>
Sent: Tuesday, January 27, 2026 9:48 AM
To: Emily Miller <emiller@ia-sb.org>
Subject: Re: Capitol Building Application - ACB806 - Day on Hill with the AEA's, IASB, and SAI - 1/25/2027

Emily, our office will follow up with an agreement at a later date to confirm Application Number: ACB806. Please contact our office if your plans.

Suzy Trotter
Capitol Complex
Events Coordinator
General Services
Enterprise
Iowa Department
of Administrative Services
109 S.E. 13th
St., Des Moines, IA 50319

RECEIVED BY IOCR 05/19/2026

515-281-7259

Office

515-631-9247

Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Tue, Jan 27, 2026 at 8:05 AM <donotreplycontactus@iowa.gov> wrote:

Emily Miller,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB806

Date of Form Submission: 1/27/2026 8:05:39

Form Submission Values:

Representative's Name: Emily Miller

Address: 6000 Grand Avenue

City: Des Moines

State: Iowa

Zip Code: 50312

Email Address: emiller@ia-sb.org

Phone Number: 515-447-6836

Name (On-site): Emily Miller

Email Address (On-site): emiller@ia-sb.org

Phone Number (On-site): 515-447-6836

Event Requestor: Iowa Association of School Boards

Address (Requestor): 6000 Grand Ave

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50312

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Day on Hill with the AEA's, IASB, and SAI

Web Page With Event Information: <https://www.ia-sb.org/the-learning-hub/conferences-and-events/day-on-the-hill>

Event Detail: We will be renting tables to host a a School District Showcase exhibiting student work from across the state. We'll bring in catering.

Event Date: 1/25/2027

Start Time: 9:30:00 AM

End Time: 4:00:00 PM

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ATTACHMENT BS



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB806 - Day on Hill with the AEA's, IASB, and SAI - 1/25/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Emily Miller <emiller@ia-sb.org>

Tue, Jan 27, 2026 at 11:02 AM

The request is initially approved with the information provided and added to the calendar. We will follow up later with the agreement.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 27, 2026 at 10:13 AM Emily Miller <emiller@ia-sb.org> wrote:

Thank you, Suzy!

Is this confirmation that our application has been accepted, or a notice that it's being reviewed?

Best,
Emily

Emily Miller

Convention and Events Director

Iowa Association of School Boards

6000 Grand Ave., Ste. A, Des Moines, IA 50312-1417

email emiller@ia-sb.org

direct (515) 247-4699

web www.ia-sb.org

IASB celebrates three consecutive years of 100% membership! Thank you to our members for your trust and commitment to public education!

Please add IASB@ia-sb.org to your safe sender list to ensure you receive important IASB emails and updates.

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From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> on behalf of Capitol Complex, Events
 <capitol.complex.events@iowa.gov>
Sent: Tuesday, January 27, 2026 9:48 AM
To: Emily Miller <emiller@ia-sb.org>
Subject: Re: Capitol Building Application - ACB806 - Day on Hill with the AEA's, IASB, and SAI - 1/25/2027

Emily, our office will follow up with an agreement at a later date to confirm Application Number: ACB806. Please contact our office if your plans.

Suzy Trotter

**Capitol Complex
 Events Coordinator**

General Services
 Enterprise
 Iowa Department
 of Administrative Services
 109 S.E. 13th
 St., Des Moines, IA 50319
 515-281-7259
 Office
 515-631-9247
 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Tue, Jan 27, 2026 at 8:05 AM <donotreplycontactus@iowa.gov> wrote:
 Emily Miller,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB806
Date of Form Submission: 1/27/2026 8:05:39

Form Submission Values:

Representative's Name: Emily Miller
Address: 6000 Grand Avenue
City: Des Moines
State: Iowa
Zip Code: 50312
Email Address: emiller@ia-sb.org
Phone Number: 515-447-6836
Name (On-site): Emily Miller
Email Address (On-site): emiller@ia-sb.org
Phone Number (On-site): 515-447-6836
Event Requestor: Iowa Association of School Boards
Address (Requestor): 6000 Grand Ave
City (Requestor): Des Moines
State (Requestor): Iowa
Zip Code (Requestor): 50312
Location: 1st Floor Rotunda - East, North, West, South
Expected Attendance: 101 - 500
Catering Equipment and Outdoor Cooking: Neither
Event Title: Day on Hill with the AEA's, IASB, and SAI
Web Page With Event Information: <https://www.ia-sb.org/the-learning-hub/conferences-and-events/day-on-the-hill>
Event Detail: We will be renting tables to host a a School District Showcase exhibiting student work from across the

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state. We'll bring in catering.
Event Date: 1/25/2027
Start Time: 9:30:00 AM
End Time: 4:00:00 PM

ATTACHMENT BT



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB802 - Iowa Local Food Breakfast - 1/26/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Jan 26, 2026 at 7:07 AM

Reply-To: capitol.complex.events@iowa.gov

To: director@iowafoodsystemcoalition.org

Cc: director@iowafoodsystemcoalition.org

Tommy Hexter,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB802

Date of Form Submission: 1/26/2026 7:07:47

Form Submission Values:

Representative's Name: Tommy Hexter

Address: 930 13th Ave

City: Grinnell

State: Iowa

Zip Code: 50112

Email Address: director@iowafoodsystemcoalition.org

Phone Number: 540-471-1647

Name (On-site): Tommy Hexter

Email Address (On-site): director@iowafoodsystemcoalition.org

Phone Number (On-site): 540-471-1647

Event Requestor: Iowa Food System Coalition

Address (Requestor): 1400 Fawcett Pkwy d1

City (Requestor): Nevada

State (Requestor): Iowa

Zip Code (Requestor): 50201

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Portable food warmers & Outdoor cooking equipment

Event Title: Iowa Local Food Breakfast

Web Page With Event Information:

Event Detail: Event Description & Purpose:

The Iowa Local Food Breakfast is a morning hospitality and networking event designed to welcome Iowa legislators and state officials during the legislative session and highlight Iowa's local food and farm economy. Legislators are invited to stop by at their convenience to enjoy breakfast and informal conversation with farmers, food system leaders, and community members.

Timeline of Activities

6:00 a.m. – 7:00 a.m. - Load-in and Setup

Event organizers and approved vendors arrive for setup

Breakfast food and beverages delivered and staged

Tables, linens, and signage arranged

Audio equipment tested

7:00 a.m. – 9:00 a.m. | Event Open / Breakfast Service

Breakfast served continuously

Lawmakers and guests arrive on a rolling basis

Informal conversation and networking throughout

Welcoming speech at 8:00 a.m. introducing the farms who provided the food

9:00 a.m. – 9:30 a.m. | Breakdown and Load-out

Food service concludes

Tables cleared and trash removed

Equipment packed and removed

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Space returned to original condition

Equipment & Arrangements

Provided by Event Organizers (owned or rented from third-party vendors):

Table linens

Signage (freestanding signs only; no wall attachments)

Chafing dishes or warming equipment (as permitted)

Coffee dispensers and beverage service items

Provided by Capital Complex (if possible)

Folding tables (for food service and standing café-style seating)

Trash cans

Audio/Visual (if permitted):

Small, battery-powered microphone and speaker for brief announcements (optional)

Event Date: 1/26/2027

Start Time: 6:00:00 AM

End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT BU



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB802 - Iowa Local Food Breakfast - 1/26/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: director@iowafoodsystemcoalition.org

Mon, Jan 26, 2026 at 8:22 AM

Hi Tom, our office will follow up with an agreement at a later date to confirm Application Number: ACB802

Tables and chairs - we do have a ~20 plastic folding tables of various sizes and ~150 padded metal folding chairs on rolling storage racks near the Grand Staircase. Groups set up what they need according to the agreement and return what was used at the conclusion of their event - everyone is self sufficient. However, if you would like, groups are welcome to bring in their own tables or work with vendors of their choice to provide tables and chairs / set up services as long as the services are during the time of the agreement and not disruptive to another group hosting an event.

At your convenience, feel free to review the agreement templet linked below.

Equipment and Displays. Event Requestor will provide all equipment necessary to conduct the Event. The State of Iowa is not responsible for any damages, loss, or theft to equipment or displays provided, owned or used by Event Requestor." We only have tables and chairs for groups to use on a self sufficient basis. We do not have audio / visual equipment. Section 5.1 "

5.10. Clean-up/Waste Removal. "Event Requestor will provide waste receptacles to collect waste from the Event Area. Event Requestor will remove all waste generated during the Event from the Event Area."

Section

[Memorandum of Understanding](#)

Are you planning on cooking outside?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Mon, Jan 26, 2026 at 7:07 AM <donotreplycontactus@iowa.gov> wrote:

Tommy Hexter,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB802

Date of Form Submission: 1/26/2026 7:07:47

Form Submission Values:

Representative's Name: Tommy Hexter

Address: 930 13th Ave

City: Grinnell

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RECEIVED BY IOCR 05/19/2026

State: Iowa
Zip Code: 50112
Email Address: director@iowafoodsystemcoalition.org
Phone Number: 540-471-1647
Name (On-site): Tommy Hexter
Email Address (On-site): director@iowafoodsystemcoalition.org
Phone Number (On-site): 540-471-1647
Event Requestor: Iowa Food System Coalition
Address (Requestor): 1400 Fawcett Pkwy d1
City (Requestor): Nevada
State (Requestor): Iowa
Zip Code (Requestor): 50201
Location: 1st Floor Rotunda - East, North, West, South
Expected Attendance: 101 - 500
Catering Equipment and Outdoor Cooking: Portable food warmers & Outdoor cooking equipment
Event Title: Iowa Local Food Breakfast
Web Page With Event Information:

Event Detail: Event Description & Purpose:
 The Iowa Local Food Breakfast is a morning hospitality and networking event designed to welcome Iowa legislators and state officials during the legislative session and highlight Iowa's local food and farm economy. Legislators are invited to stop by at their convenience to enjoy breakfast and informal conversation with farmers, food system leaders, and community members.

Timeline of Activities

6:00 a.m. – 7:00 a.m. - Load-in and Setup
 Event organizers and approved vendors arrive for setup
 Breakfast food and beverages delivered and staged
 Tables, linens, and signage arranged
 Audio equipment tested

7:00 a.m. – 9:00 a.m. | Event Open / Breakfast Service
 Breakfast served continuously
 Lawmakers and guests arrive on a rolling basis
 Informal conversation and networking throughout
 Welcoming speech at 8:00 a.m. introducing the farms who provided the food

9:00 a.m. – 9:30 a.m. | Breakdown and Load-out
 Food service concludes
 Tables cleared and trash removed
 Equipment packed and removed
 Space returned to original condition

Equipment & Arrangements

Provided by Event Organizers (owned or rented from third-party vendors):
 Table linens
 Signage (freestanding signs only; no wall attachments)
 Chafing dishes or warming equipment (as permitted)
 Coffee dispensers and beverage service items

Provided by Capital Complex (if possible)
 Folding tables (for food service and standing café-style seating)
 Trash cans

Audio/Visual (if permitted):
 Small, battery-powered microphone and speaker for brief announcements (optional)

Event Date: 1/26/2027

Start Time: 6:00:00 AM

End Time: 10:00:00 AM

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ATTACHMENT B V



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB802 - Iowa Local Food Breakfast - 1/26/2027

1 message

Iowa Food System Coalition <director@iowafoodsystemcoalition.org>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Mon, Jan 26, 2026 at 9:15 AM

Hello there!

Sounds good, thanks for the update on the agreement. Thank you very much!

I have received your notes on tables and chairs, AV Equipment, and waste removal. We will take care of any necessary AV and we will provide all waste receptacles. We will also be able to set up all the tables and chairs.

With regards to cooking outside, we haven't finalized the details yet on the catering. We will either have it prepared ahead of time and brought in in warmers, or we will be cooking outside and bringing it in. Is either way acceptable?

Thanks and we're looking forward to bringing local food breakfast to the Capital next year!

On Mon, Jan 26, 2026 at 8:22 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi Tom, our office will follow up with an agreement at a later date to confirm Application Number: ACB802

Tables and chairs - we do have a ~20 plastic folding tables of various sizes and ~150 padded metal folding chairs on rolling storage racks near the Grand Staircase. Groups set up what they need according to the agreement and return what was used at the conclusion of their event - everyone is self sufficient. However, if you would like, groups are welcome to bring in their own tables or work with vendors of their choice to provide tables and chairs / set up services as long as the services are during the time of the agreement and not disruptive to another group hosting an event.

At your convenience, feel free to review the agreement templet linked below.

- Equipment and Displays. Event Requestor will provide all equipment necessary to conduct the Event. The State of Iowa is not responsible for any damages, loss, or theft to equipment or displays provided, owned or used by Event Requestor." We only have tables and chairs for groups to use on a self sufficient basis. We do not have audio / visual equipment.
Section 5.1 "
- 5.10. Clean-up/Waste Removal. "Event Requestor will provide waste receptacles to collect waste from the Event Area. Event Requestor will remove all waste generated during the Event from the Event Area."
Section
[Memorandum of Understanding](#)

Are you planning on cooking outside?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



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On Mon, Jan 26, 2026 at 7:07 AM <donotreplycontactus@iowa.gov> wrote:
Tommy Hexter,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB802

Date of Form Submission: 1/26/2026 7:07:47

Form Submission Values:

Representative's Name: Tommy Hexter

Address: 930 13th Ave

City: Grinnell

State: Iowa

Zip Code: 50112

Email Address: director@iowafoodsystemcoalition.org

Phone Number: 540-471-1647

Name (On-site): Tommy Hexter

Email Address (On-site): director@iowafoodsystemcoalition.org

Phone Number (On-site): 540-471-1647

Event Requestor: Iowa Food System Coalition

Address (Requestor): 1400 Fawcett Pkwy d1

City (Requestor): Nevada

State (Requestor): Iowa

Zip Code (Requestor): 50201

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Portable food warmers & Outdoor cooking equipment

Event Title: Iowa Local Food Breakfast

Web Page With Event Information:

Event Detail: Event Description & Purpose:

The Iowa Local Food Breakfast is a morning hospitality and networking event designed to welcome Iowa legislators and state officials during the legislative session and highlight Iowa's local food and farm economy. Legislators are invited to stop by at their convenience to enjoy breakfast and informal conversation with farmers, food system leaders, and community members.

Timeline of Activities

6:00 a.m. – 7:00 a.m. - Load-in and Setup

Event organizers and approved vendors arrive for setup

Breakfast food and beverages delivered and staged

Tables, linens, and signage arranged

Audio equipment tested

7:00 a.m. – 9:00 a.m. | Event Open / Breakfast Service

Breakfast served continuously

Lawmakers and guests arrive on a rolling basis

Informal conversation and networking throughout

Welcoming speech at 8:00 a.m. introducing the farms who provided the food

9:00 a.m. – 9:30 a.m. | Breakdown and Load-out

Food service concludes

Tables cleared and trash removed

Equipment packed and removed

Space returned to original condition

Equipment & Arrangements

Provided by Event Organizers (owned or rented from third-party vendors):

Table linens

Signage (freestanding signs only; no wall attachments)

Chafing dishes or warming equipment (as permitted)

Coffee dispensers and beverage service items

Provided by Capital Complex (if possible)

Folding tables (for food service and standing café-style seating)

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Trash cans

Audio/Visual (if permitted):

Small, battery-powered microphone and speaker for brief announcements (optional)

Event Date: 1/26/2027

Start Time: 6:00:00 AM

End Time: 10:00:00 AM

--

Tommy Hexter

Interim Executive Director

540-471-1647

[Iowa Food System Coalition](#)



IOWAFOODSYSTEM
COALITION

[Facebook](#) | [Instagram](#) | [LinkedIn](#)

"The move toward a local food economy is not just about freshness and food miles and carbon footprints and soil organic matter. It is all of those things. But it's also about the deeply human desire for connection. To be in reciprocity with the gifts that are given you." -- Robin Wall Kimmerer

ATTACHMENT BW



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB802 - Iowa Local Food Breakfast - 1/26/2027

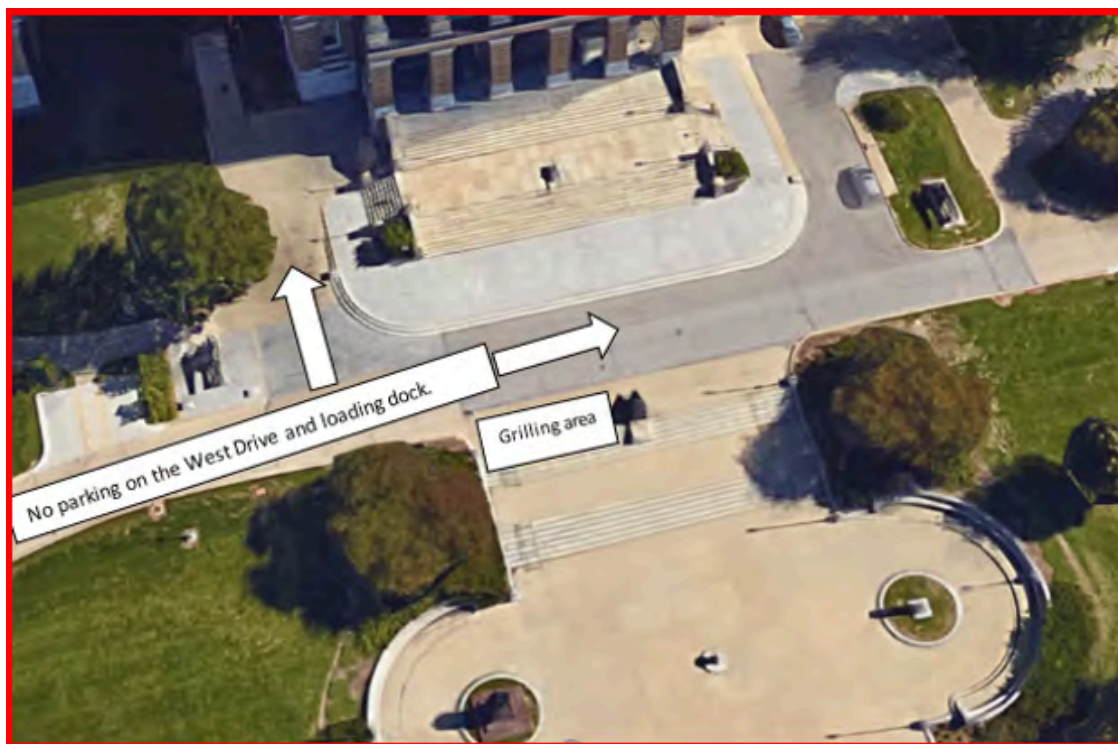
1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Iowa Food System Coalition <director@iowafoodsystemcoalition.org>

Mon, Jan 26, 2026 at 10:05 AM

Hi - should you be thinking about grilling outside, below is a visual of the closest location to set up a grill. Please review Exhibit B Catering Equipment and Outdoor Cooking of the Memorandum of Understanding as you make your plans.

Feel free to reach out with any questions as you work through your plans.



Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Jan 26, 2026 at 9:16 AM Iowa Food System Coalition <director@iowafoodsystemcoalition.org> wrote:

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RECEIVED BY IOCR 05/19/2026

Hello there!

Sounds good, thanks for the update on the agreement. Thank you very much!

I have received your notes on tables and chairs, AV Equipment, and waste removal. We will take care of any necessary AV and we will provide all waste receptacles. We will also be able to set up all the tables and chairs.

With regards to cooking outside, we haven't finalized the details yet on the catering. We will either have it prepared ahead of time and brought in in warmers, or we will be cooking outside and bringing it in. Is either way acceptable?

Thanks and we're looking forward to bringing local food breakfast to the Capital next year!

On Mon, Jan 26, 2026 at 8:22 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi Tom, our office will follow up with an agreement at a later date to confirm Application Number: ACB802

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Section 5.1 "

- 5.10. Clean-up/Waste Removal. "Event Requestor will provide waste receptacles to collect waste from the Event Area. Event Requestor will remove all waste generated during the Event from the Event Area."
Section

[Memorandum of Understanding](#)

Are you planning on cooking outside?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Mon, Jan 26, 2026 at 7:07 AM <donotreplycontactus@iowa.gov> wrote:

Tommy Hexter,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB802

Date of Form Submission: 1/26/2026 7:07:47

Form Submission Values:

Representative's Name: Tommy Hexter

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RECEIVED BY IOCR 05/19/2026

Address: 930 13th Ave
City: Grinnell
State: Iowa
Zip Code: 50112
Email Address: director@iowafoodsystemcoalition.org
Phone Number: 540-471-1647
Name (On-site): Tommy Hexter
Email Address (On-site): director@iowafoodsystemcoalition.org
Phone Number (On-site): 540-471-1647
Event Requestor: Iowa Food System Coalition
Address (Requestor): 1400 Fawcett Pkwy d1
City (Requestor): Nevada
State (Requestor): Iowa
Zip Code (Requestor): 50201
Location: 1st Floor Rotunda - East, North, West, South
Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Portable food warmers & Outdoor cooking equipment

Event Title: Iowa Local Food Breakfast

Web Page With Event Information:

Event Detail: Event Description & Purpose:

The Iowa Local Food Breakfast is a morning hospitality and networking event designed to welcome Iowa legislators and state officials during the legislative session and highlight Iowa's local food and farm economy. Legislators are invited to stop by at their convenience to enjoy breakfast and informal conversation with farmers, food system leaders, and community members.

Timeline of Activities

6:00 a.m. – 7:00 a.m. - Load-in and Setup
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 Breakfast food and beverages delivered and staged
 Tables, linens, and signage arranged
 Audio equipment tested

7:00 a.m. – 9:00 a.m. | Event Open / Breakfast Service
 Breakfast served continuously
 Lawmakers and guests arrive on a rolling basis
 Informal conversation and networking throughout
 Welcoming speech at 8:00 a.m. introducing the farms who provided the food

9:00 a.m. – 9:30 a.m. | Breakdown and Load-out
 Food service concludes
 Tables cleared and trash removed
 Equipment packed and removed
 Space returned to original condition

Equipment & Arrangements

Provided by Event Organizers (owned or rented from third-party vendors):
 Table linens
 Signage (freestanding signs only; no wall attachments)
 Chafing dishes or warming equipment (as permitted)
 Coffee dispensers and beverage service items

Provided by Capital Complex (if possible)
 Folding tables (for food service and standing café-style seating)
 Trash cans

Audio/Visual (if permitted):
 Small, battery-powered microphone and speaker for brief announcements (optional)

Event Date: 1/26/2027

Start Time: 6:00:00 AM

End Time: 10:00:00 AM

--
 Tommy Hexter
 Interim Executive Director

RECEIVED BY IOCR 05/19/2026

RECEIVED BY IOCR 05/19/2026

540-471-1647

Iowa Food System Coalition



IOWAFOODSYSTEM
COALITION

[Facebook](#) | [Instagram](#) | [LinkedIn](#)

"The move toward a local food economy is not just about freshness and food miles and carbon footprints and soil organic matter. It is all of those things. But it's also about the deeply human desire for connection. To be in reciprocity with the gifts that are given you." -- Robin Wall Kimmerer

ATTACHMENT BX



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB857 - Maternal Health Day on the Hill - 1/26/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Thu, Feb 12, 2026 at 12:19 PM

Reply-To: capitol.complex.events@iowa.gov

To: iowa@postpartum.net

Cc: brittney.m.haskins@gmail.com

Brittney Haskins,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB857

Date of Form Submission: 2/12/2026 12:18:57

Form Submission Values:

Representative's Name: Brittney Haskins

Address: 3506 Rose Ave.

City: Des Moines

State: Iowa

Zip Code: 50321

Email Address: iowa@postpartum.net

Phone Number: 515-321-7694

Name (On-site): Brittney Haskins

Email Address (On-site): brittney.m.haskins@gmail.com

Phone Number (On-site): 515-321-7694

Event Requestor: Postpartum Support International- Iowa

Address (Requestor): 3506 Rose Ave.

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50321

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Maternal Health Day on the Hill

Web Page With Event Information: impactiowa.org

Event Detail: 10:00 Set up tables 10:30-12:00- tables of information from statewide maternal health-facing organizations

Event Date: 1/26/2027

Start Time: 10:00:00 AM

End Time: 12:00:00 PM

ATTACHMENT BY



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB857 - Maternal Health Day on the Hill - 1/26/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: iowa@postpartum.net
Cc: brittney.m.haskins@gmail.com

Fri, Feb 13, 2026 at 1:27 PM

Brittney, The event request per Application Number: ACB857 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Thu, Feb 12, 2026 at 12:19 PM <donotreplycontactus@iowa.gov> wrote:

Brittney Haskins,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB857

Date of Form Submission: 2/12/2026 12:18:57

Form Submission Values:

Representative's Name: Brittney Haskins

Address: 3506 Rose Ave.

City: Des Moines

State: Iowa

Zip Code: 50321

Email Address: iowa@postpartum.net

Phone Number: 515-321-7694

Name (On-site): Brittney Haskins

Email Address (On-site): brittney.m.haskins@gmail.com

Phone Number (On-site): 515-321-7694

Event Requestor: Postpartum Support International- Iowa

Address (Requestor): 3506 Rose Ave.

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50321

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Maternal Health Day on the Hill

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Web Page With Event Information: impactiowa.org

Event Detail: 10:00 Set up tables 10:30-12:00- tables of information from statewide maternal health-facing organizations

Event Date: 1/26/2027

Start Time: 10:00:00 AM

End Time: 12:00:00 PM

ATTACHMENT BZ

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB821 - AARP Iowa Capitol Coffee - 1/26/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Feb 2, 2026 at 11:24 AM

Reply-To: capitol.complex.events@iowa.gov

To: pyontz@aarp.org

Cc: pyontz@aarp.org

Paige Yontz,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB821

Date of Form Submission: 2/2/2026 11:23:41

Form Submission Values:

Representative's Name: Paige Yontz

Address: 600 E Court Ave Ste. 100

City: Des Moines

State: Iowa

Zip Code: 50309

Email Address: pyontz@aarp.org

Phone Number: 515-697-1014

Name (On-site): Paige Yontz

Email Address (On-site): pyontz@aarp.org

Phone Number (On-site): 515-697-1014

Event Requestor: AARP Iowa

Address (Requestor): 600 E Court Ave Ste. 100

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50309

Location: 1st Floor Rotunda - South

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: AARP Iowa Capitol Coffee

Web Page With Event Information:

Event Detail: Plan to have a couple of tables set up with refreshments/snacks and our legislative priority materials.

Event Date: 1/26/2027

Start Time: 12:00:00 PM

End Time: 4:00:00 PM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT C A



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB821 - AARP Iowa Capitol Coffee - 1/26/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: pyontz@aarp.org

Mon, Feb 2, 2026 at 11:38 AM

Paige The event request per Application Number: ACB821 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
109 S.E. 13th St., Des Moines, IA 50319
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Mon, Feb 2, 2026 at 11:24 AM <donotreplycontactus@iowa.gov> wrote:
Paige Yontz,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB821
Date of Form Submission: 2/2/2026 11:23:41

Form Submission Values:

Representative's Name: Paige Yontz
Address: 600 E Court Ave Ste. 100
City: Des Moines
State: Iowa
Zip Code: 50309
Email Address: pyontz@aarp.org
Phone Number: 515-697-1014
Name (On-site): Paige Yontz
Email Address (On-site): pyontz@aarp.org
Phone Number (On-site): 515-697-1014
Event Requestor: AARP Iowa
Address (Requestor): 600 E Court Ave Ste. 100
City (Requestor): Des Moines
State (Requestor): Iowa
Zip Code (Requestor): 50309
Location: 1st Floor Rotunda - South
Expected Attendance: 25 or less
Catering Equipment and Outdoor Cooking: Neither
Event Title: AARP Iowa Capitol Coffee
Web Page With Event Information:
Event Detail: Plan to have a couple of tables set up with refreshments/snacks and our legislative priority materials.
Event Date: 1/26/2027

RECEIVED BY IOCR 05/19/2026

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Start Time: 12:00:00 PM
End Time: 4:00:00 PM

RECEIVED BY IOCR 05/19/2026

ATTACHMENT C B



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB801 - EveryStep Lobby Day - 1/26/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Jan 26, 2026 at 6:00 AM

Reply-To: capitol.complex.events@iowa.gov

To: admin@advocacyiowa.com

Cc: threase@advocacyiowa.com

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB801

Date of Form Submission: 1/26/2026 6:00:00

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd Street, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: EveryStep Iowa

Address (Requestor): 3000 Easton Blvd.

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50317

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: EveryStep Lobby Day

Web Page With Event Information:

Event Detail: Need tables and chairs set up, there may be a few floor displays and snacks to share. Jessica Meyer is the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences

threase@advocacyiowa.com

Event Date: 1/26/2027

Start Time: 12:00:00 PM

End Time: 4:00:00 PM

ATTACHMENT C C



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB801 - EveryStep Lobby Day - 1/26/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Mon, Jan 26, 2026 at 8:23 AM

To: admin@advocacyiowa.com

Cc: threase@advocacyiowa.com

Jessica, our office will follow up with an agreement at a later date to confirm Application Number: ACB801. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Jan 26, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB801

Date of Form Submission: 1/26/2026 6:00:00

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd Street, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: EveryStep Iowa

Address (Requestor): 3000 Easton Blvd.

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50317

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: EveryStep Lobby Day

Web Page With Event Information:

Event Detail: Need tables and chairs set up, there may be a few floor displays and snacks to share. Jessica Meyer is the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences

RECEIVED BY IOCR 05/19/2026

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threase@advocacyiowa.com

Event Date: 1/26/2027

Start Time: 12:00:00 PM

End Time: 4:00:00 PM

RECEIVED BY IOCR 05/19/2026

ATTACHMENT C D



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB813 - Dolly Parton's Imagination Library--Iowa - 1/27/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: jillfriestadtate@rrith.org
Cc: jillfriestadtate@rrith.org

Wed, Jan 28, 2026 at 9:57 PM

Jill Friestad-Tate,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB813
Date of Form Submission: 1/28/2026 21:57:19

Form Submission Values:

Representative's Name: Jill Friestad-Tate
Address: 5820 Northwest 142nd Avenue
City: Polk City
State: Iowa
Zip Code: 50226
Email Address: jillfriestadtate@rrith.org
Phone Number: 515-240-0945
Name (On-site): Jill Friestad-Tate
Email Address (On-site): jillfriestadtate@rrith.org
Phone Number (On-site): 515-240-0945
Event Requestor: Jill Friestad-Tate
Address (Requestor): 5820 Northwest 142nd Avenue
City (Requestor): Polk City
State (Requestor): Iowa
Zip Code (Requestor): 50226
Location: 1st Floor Rotunda - South
Expected Attendance: 25 or less
Catering Equipment and Outdoor Cooking: Neither
Event Title: Dolly Parton's Imagination Library--Iowa
Web Page With Event Information:
Event Detail: 7:00-10:00 AM, table, stand up Dolly Parton cutout
Event Date: 1/27/2027
Start Time: 7:00:00 AM
End Time: 10:00:00 AM

ATTACHMENT C E

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB813 - Dolly Parton's Imagination Library--Iowa - 1/27/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: jillfriestadtate@rrith.org

Thu, Jan 29, 2026 at 8:16 AM

HI Jill, Application Number: ACB813 will not be processed as submitted because all four sections of the Rotunda are spoken for on Wednesday, January 27, 2027, from 7a to 4:30p.

[Capitol Building 1st Floor Rotunda Calendar of Events](#)

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Wed, Jan 28, 2026 at 9:57 PM <donotreplycontactus@iowa.gov> wrote:

Jill Friestad-Tate,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB813

Date of Form Submission: 1/28/2026 21:57:19

Form Submission Values:

Representative's Name: Jill Friestad-Tate

Address: 5820 Northwest 142nd Avenue

City: Polk City

State: Iowa

Zip Code: 50226

Email Address: jillfriestadtate@rrith.org

Phone Number: 515-240-0945

Name (On-site): Jill Friestad-Tate

Email Address (On-site): jillfriestadtate@rrith.org

Phone Number (On-site): 515-240-0945

Event Requestor: Jill Friestad-Tate

Address (Requestor): 5820 Northwest 142nd Avenue

City (Requestor): Polk City

State (Requestor): Iowa

Zip Code (Requestor): 50226

Location: 1st Floor Rotunda - South

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Dolly Parton's Imagination Library--Iowa

Web Page With Event Information:

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

Event Detail: 7:00-10:00 AM, table, stand up Dolly Parton cutout

Event Date: 1/27/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT C F

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB816 - Dolly Parton's Imagination Library Day - 1/26/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: jillfriestadtate@rrith.org
Cc: jillfriestadtate@rrith.org

Fri, Jan 30, 2026 at 6:41 PM

Jill Friestad-Tate,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB816

Date of Form Submission: 1/30/2026 18:41:47

Form Submission Values:

Representative's Name: Jill Friestad-Tate

Address: 5820 Northwest 142nd Avenue

City: Polk City

State: Iowa

Zip Code: 50226

Email Address: jillfriestadtate@rrith.org

Phone Number: 515-240-0945

Name (On-site): Jill Friestad-Tate

Email Address (On-site): jillfriestadtate@rrith.org

Phone Number (On-site): 515-240-0945

Event Requestor: Jill Friestad-Tate

Address (Requestor): 5820 Northwest 142nd Avenue

City (Requestor): Polk City

State (Requestor): Iowa

Zip Code (Requestor): 50226

Location: 1st Floor Rotunda - West

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Dolly Parton's Imagination Library Day

Web Page With Event Information:

Event Detail: Table, chairs, stand up Dolly Parton cut out, handouts

Event Date: 1/26/2027

Start Time: 12:00:00 PM

End Time: 3:00:00 PM

RECEIVED BY IOCR 05/19/2026

260

ATTACHMENT C G

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB816 - Dolly Parton's Imagination Library Day - 1/26/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: jillfriestadtate@rrith.org

Sat, Jan 31, 2026 at 8:55 AM

Jill, I have your event on the calendar for 1/26/2027 from 12p-3p. Our office will follow up with an agreement at a later date to confirm Application Number: ACB816. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Fri, Jan 30, 2026 at 6:41 PM <donotreplycontactus@iowa.gov> wrote:

Jill Friestad-Tate,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB816

Date of Form Submission: 1/30/2026 18:41:47

Form Submission Values:

Representative's Name: Jill Friestad-Tate

Address: 5820 Northwest 142nd Avenue

City: Polk City

State: Iowa

Zip Code: 50226

Email Address: jillfriestadtate@rrith.org

Phone Number: 515-240-0945

Name (On-site): Jill Friestad-Tate

Email Address (On-site): jillfriestadtate@rrith.org

Phone Number (On-site): 515-240-0945

Event Requestor: Jill Friestad-Tate

Address (Requestor): 5820 Northwest 142nd Avenue

City (Requestor): Polk City

State (Requestor): Iowa

Zip Code (Requestor): 50226

Location: 1st Floor Rotunda - West

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Dolly Parton's Imagination Library Day

Web Page With Event Information:

Event Detail: Table, chairs, stand up Dolly Parton cut out, handouts

Event Date: 1/26/2027

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

Start Time: 12:00:00 PM

End Time: 3:00:00 PM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT C H

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB816 - Dolly Parton's Imagination Library Day - 1/26/2027

1 message

Raising Readers in the Heartland <raisingreadersintheheartland@gmail.com>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Sat, Jan 31, 2026 at 8:56 AM

Thank you, Suzy!

Enjoy your weekend.
Jill

On Sat, Jan 31, 2026, 8:55 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Jill, I have your event on the calendar for 1/26/2027 from 12p-3p. Our office will follow up with an agreement at a later date to confirm Application Number: ACB816. Please contact our office if your plans change.

Suzy Trotter
Capitol Complex Events Coordinator
General Services Enterprise
Iowa Department of Administrative Services
[109 S.E. 13th St., Des Moines, IA 50319](https://das.iowa.gov)
515-281-7259 Office
515-631-9247 Mobile
capitol.complex.events@iowa.gov
<https://das.iowa.gov>



On Fri, Jan 30, 2026 at 6:41 PM <donotreplycontactus@iowa.gov> wrote:
Jill Friestad-Tate,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB816
Date of Form Submission: 1/30/2026 18:41:47

Form Submission Values:
Representative's Name: Jill Friestad-Tate
Address: [5820 Northwest 142nd Avenue](#)
City: Polk City
State: Iowa
Zip Code: 50226
Email Address: jillfriestadtate@rrith.org
Phone Number: 515-240-0945
Name (On-site): Jill Friestad-Tate
Email Address (On-site): jillfriestadtate@rrith.org
Phone Number (On-site): 515-240-0945
Event Requestor: Jill Friestad-Tate
Address (Requestor): [5820 Northwest 142nd Avenue](#)
City (Requestor): Polk City
State (Requestor): Iowa
Zip Code (Requestor): 50226
Location: 1st Floor Rotunda - West

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Dolly Parton's Imagination Library Day

Web Page With Event Information:

Event Detail: Table, chairs, stand up Dolly Parton cut out, handouts

Event Date: 1/26/2027

Start Time: 12:00:00 PM

End Time: 3:00:00 PM

ATTACHMENT C I

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB810 - Habitat Day at the Capitol - 1/27/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Wed, Jan 28, 2026 at 8:10 AM

Reply-To: capitol.complex.events@iowa.gov

To: kzellmer@iowahabitat.org

Cc: lhouser@iowahabitat.org

Katie Sylvis,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB810

Date of Form Submission: 1/28/2026 8:09:55

Form Submission Values:

Representative's Name: Katie Sylvis

Address: 809 8th Street Southwest Suite F

City: Altoona

State: Iowa

Zip Code: 50009

Email Address: kzellmer@iowahabitat.org

Phone Number: 515-266-6886

Name (On-site): Lisa Houser

Email Address (On-site): lhouser@iowahabitat.org

Phone Number (On-site): 515-650-7461

Event Requestor: Habitat for Humanity of Iowa

Address (Requestor): 808 8th Street Southwest Suite F Altoona Iowa 50009

City (Requestor): Altoona

State (Requestor): Iowa

Zip Code (Requestor): 50009

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: Habitat Day at the Capitol

Web Page With Event Information: www.iowahabitat.org/advocacy

Event Detail: We will be serving breakfast, burritos and coffee from Great caterers of Iowa. All other displays will be provided by staff.

We use four tables for displays and food. Two tables to hold extra food

Event Date: 1/27/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT C J



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB810 - Habitat Day at the Capitol - 1/27/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Wed, Jan 28, 2026 at 8:27 AM

To: kzellmer@iowahabitat.org

Cc: lhouser@iowahabitat.org

We have added your event to the calendar. Our office will follow up with an agreement at a later date to confirm Application Number: ACB810. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Wed, Jan 28, 2026 at 8:10 AM <donotreplycontactus@iowa.gov> wrote:

Katie Sylvis,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB810

Date of Form Submission: 1/28/2026 8:09:55

Form Submission Values:

Representative's Name: Katie Sylvis

Address: 809 8th Street Southwest Suite F

City: Altoona

State: Iowa

Zip Code: 50009

Email Address: kzellmer@iowahabitat.org

Phone Number: 515-266-6886

Name (On-site): Lisa Houser

Email Address (On-site): lhouser@iowahabitat.org

Phone Number (On-site): 515-650-7461

Event Requestor: Habitat for Humanity of Iowa

Address (Requestor): 808 8th Street Southwest Suite F Altoona Iowa 50009

City (Requestor): Altoona

State (Requestor): Iowa

Zip Code (Requestor): 50009

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: Habitat Day at the Capitol

Web Page With Event Information: www.iowahabitat.org/advocacy

Event Detail: We will be serving breakfast, burritos and coffee from Great caterers of Iowa. All other displays will be provided by staff.

RECEIVED BY IOCR 05/19/2026

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RECEIVED BY IOCR 05/19/2026

We use four tables for displays and food. Two tables to hold extra food

Event Date: 1/27/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

ATTACHMENT C K



Capitol Complex, Events <capitol.complex.events@iowa.gov>

RE: Capitol Building Application - ACB810 - Habitat Day at the Capitol - 1/27/2027

1 message

Lisa Houser <Lhouser@iowahabitat.org>

Wed, Jan 28, 2026 at 3:03 PM

To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>, Katie Sylvis <Kzellmer@iowahabitat.org>

Thanks Suzy. It was good to see you this morning!

Lisa

From: suzy.trotter@iowa.gov <suzy.trotter@iowa.gov> **On Behalf Of** Capitol Complex, Events

Sent: Wednesday, January 28, 2026 8:28 AM

To: Katie Sylvis <Kzellmer@iowahabitat.org>

Cc: Lisa Houser <Lhouser@iowahabitat.org>

Subject: Re: Capitol Building Application - ACB810 - Habitat Day at the Capitol - 1/27/2027

We have added your event to the calendar. Our office will follow up with an agreement at a later date to confirm Application Number: ACB810. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



On Wed, Jan 28, 2026 at 8:10 AM <donotreplycontactus@iowa.gov> wrote:

Katie Sylvis,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB810

Date of Form Submission: 1/28/2026 8:09:55

Form Submission Values:

Representative's Name: Katie Sylvis

Address: 809 8th Street Southwest Suite F

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City: Altoona

State: Iowa

Zip Code: 50009

Email Address: kzellmer@iowahabitat.org

Phone Number: 515-266-6886

Name (On-site): Lisa Houser

Email Address (On-site): lhouser@iowahabitat.org

Phone Number (On-site): 515-650-7461

Event Requestor: Habitat for Humanity of Iowa

Address (Requestor): 808 8th Street Southwest Suite F Altoona Iowa 50009

City (Requestor): Altoona

State (Requestor): Iowa

Zip Code (Requestor): 50009

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: Habitat Day at the Capitol

Web Page With Event Information: www.iowahabitat.org/advocacy

Event Detail: We will be serving breakfast, burritos and coffee from Great caterers of Iowa. All other displays will be provided by staff.

We use four tables for displays and food. Two tables to hold extra food

Event Date: 1/27/2027

Start Time: 7:00:00 AM

End Time: 10:00:00 AM

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Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB812 - IAMA Day on the Hill - 1/27/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Wed, Jan 28, 2026 at 5:41 PM

Reply-To: capitol.complex.events@iowa.gov

To: stephanie.kiel@dentons.com

Stephanie Kiel,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB812

Date of Form Submission: 1/28/2026 17:41:42

Form Submission Values:

Representative's Name: Stephanie Kiel

Address: 215 10th St

City: Des Moines

State: Iowa

Zip Code: 50309

Email Address: stephanie.kiel@dentons.com

Phone Number: 920-371-5115

Name (On-site):

Email Address (On-site):

Phone Number (On-site):

Event Requestor:

Address (Requestor):

City (Requestor):

State (Requestor):

Zip Code (Requestor):

Location: 1st Floor Rotunda - South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: IAMA Day on the Hill

Web Page With Event Information:

Event Detail: The Iowa Automatic Merchandising Association will hand out bags of vending machine snacks.

Event Date: 1/27/2027

Start Time: 7:30:00 AM

End Time: 10:00:00 AM

ATTACHMENT C M



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB812 - IAMA Day on the Hill - 1/27/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: stephanie.kiel@dentons.com

Thu, Jan 29, 2026 at 8:14 AM

The Iowa Automatic Merchandising Association has been added to the calendar. Our office will follow up with an agreement at a later date to confirm Application Number: ACB812. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Wed, Jan 28, 2026 at 5:41 PM <donotreplycontactus@iowa.gov> wrote:
Stephanie Kiel,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB812

Date of Form Submission: 1/28/2026 17:41:42

Form Submission Values:

Representative's Name: Stephanie Kiel

Address: 215 10th St

City: Des Moines

State: Iowa

Zip Code: 50309

Email Address: stephanie.kiel@dentons.com

Phone Number: 920-371-5115

Name (On-site):

Email Address (On-site):

Phone Number (On-site):

Event Requestor:

Address (Requestor):

City (Requestor):

State (Requestor):

Zip Code (Requestor):

Location: 1st Floor Rotunda - South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: IAMA Day on the Hill

Web Page With Event Information:

Event Detail: The Iowa Automatic Merchandising Association will hand out bags of vending machine snacks.

Event Date: 1/27/2027

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Start Time: 7:30:00 AM
End Time: 10:00:00 AM

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Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB804 - Des Moines University Legislative Breakfast - 1/27/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: admin@advocacyiowa.com
Cc: threase@advocacyiowa.com

Tue, Jan 27, 2026 at 6:00 AM

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB804

Date of Form Submission: 1/27/2026 6:00:00

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd Street, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: Des Moines University

Address (Requestor): 8025 Grand Ave

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Des Moines University Legislative Breakfast

Web Page With Event Information:

Event Detail: Need tables and chairs set up and will bring in a few floor displays and pastries. Jessica Meyer is the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences

threase@advocacyiowa.com

Event Date: 1/27/2027

Start Time: 7:00:00 AM

End Time: 9:00:00 AM

RECEIVED BY IOCR 05/19/2026

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ATTACHMENT C O



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB804 - Des Moines University Legislative Breakfast - 1/27/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: admin@advocacyiowa.com
Cc: threase@advocacyiowa.com

Tue, Jan 27, 2026 at 9:34 AM

Jessica, our office will follow up with an agreement at a later date to confirm Application Number: ACB804.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 27, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:

Jessica Meyer,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB804

Date of Form Submission: 1/27/2026 6:00:00

Form Submission Values:

Representative's Name: Jessica Meyer

Address: 974 73rd Street, Suite 14

City: West Des Moines

State: Iowa

Zip Code: 50265

Email Address: admin@advocacyiowa.com

Phone Number: 641-417-8871

Name (On-site): Threase Harms

Email Address (On-site): threase@advocacyiowa.com

Phone Number (On-site): 515-975-5299

Event Requestor: Des Moines University

Address (Requestor): 8025 Grand Ave

City (Requestor): West Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50266

Location: 1st Floor Rotunda - East & North

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Des Moines University Legislative Breakfast

Web Page With Event Information:

Event Detail: Need tables and chairs set up and will bring in a few floor displays and pastries. Jessica Meyer is the Duly Authorized Event Sponsor Representative, please include Threase Harms on all correspondences

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threase@advocacyiowa.com

Event Date: 1/27/2027

Start Time: 7:00:00 AM

End Time: 9:00:00 AM

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ATTACHMENT C P

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Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB820 - 2027 Iowa SIDS Foundation Day on the Hill - 1/27/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Feb 2, 2026 at 10:54 AM

Reply-To: capitol.complex.events@iowa.gov

To: casey@iowasids.org

Cc: casey@iowasids.org

Casey Manser,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB820

Date of Form Submission: 2/2/2026 10:54:49

Form Submission Values:

Representative's Name: Casey Manser

Address: 2963 100th St. Suite 2

City: Urbandale

State: Iowa

Zip Code: 50322

Email Address: casey@iowasids.org

Phone Number: 515-965-7655

Name (On-site): Casey Manser

Email Address (On-site): casey@iowasids.org

Phone Number (On-site): 515-339-4812

Event Requestor: Iowa SIDS Foundation

Address (Requestor): 2963 100th St. Suite 2

City (Requestor): Urbandale

State (Requestor): Iowa

Zip Code (Requestor): 50322

Location: 1st Floor Rotunda - North

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: 2027 Iowa SIDS Foundation Day on the Hill

Web Page With Event Information: www.iowasids.org

Event Detail: Set up at 10am, tear down at 1pm. 2 6 ft tables with 4 chairs, 1 6ft pop-up display. Brochures and other handouts and free resources on the tables with cookies/ or other treat.

Event Date: 1/27/2027

Start Time: 10:00:00 AM

End Time: 1:00:00 PM

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ATTACHMENT C Q



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB820 - 2027 Iowa SIDS Foundation Day on the Hill - 1/27/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: casey@iowasids.org

Mon, Feb 2, 2026 at 11:03 AM

Hi Casey, I have your event on the calendar with the Firefighter Chili Cook-Off. Our office will follow up with an agreement at a later date to confirm Application Number: ACB820. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Feb 2, 2026 at 10:54 AM <donotreplycontactus@iowa.gov> wrote:
Casey Manser,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB820

Date of Form Submission: 2/2/2026 10:54:49

Form Submission Values:

Representative's Name: Casey Manser

Address: 2963 100th St. Suite 2

City: Urbandale

State: Iowa

Zip Code: 50322

Email Address: casey@iowasids.org

Phone Number: 515-965-7655

Name (On-site): Casey Manser

Email Address (On-site): casey@iowasids.org

Phone Number (On-site): 515-339-4812

Event Requestor: Iowa SIDS Foundation

Address (Requestor): 2963 100th St. Suite 2

City (Requestor): Urbandale

State (Requestor): Iowa

Zip Code (Requestor): 50322

Location: 1st Floor Rotunda - North

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: 2027 Iowa SIDS Foundation Day on the Hill

Web Page With Event Information: www.iowasids.org

Event Detail: Set up at 10am, tear down at 1pm. 2 6 ft tables with 4 chairs, 1 6ft pop-up display. Brochures and other

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handouts and free resources on the tables with cookies/ or other treat.

Event Date: 1/27/2027

Start Time: 10:00:00 AM

End Time: 1:00:00 PM

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ATTACHMENT C R



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB805 - Firefighter Chili Cook-Off - 1/27/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Tue, Jan 27, 2026 at 6:04 AM

Reply-To: capitol.complex.events@iowa.gov

To: pedersonconsulting@gmail.com

Cc: pedersonconsulting@gmail.com

Cyndi Pederson,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB805

Date of Form Submission: 1/27/2026 6:04:52

Form Submission Values:

Representative's Name: Cyndi Pederson

Address: 1075-44th

City: Des Moines

State: Iowa

Zip Code: 50311

Email Address: pedersonconsulting@gmail.com

Phone Number: 515-229-4748

Name (On-site): Cyndi Pederson

Email Address (On-site): pedersonconsulting@gmail.com

Phone Number (On-site): 515-229-4748

Event Requestor: Cyndi Pederson

Address (Requestor): 1075-44th

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50311

Location: 1st Floor Rotunda - West & South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: Firefighter Chili Cook-Off

Web Page With Event Information: IFA.org

Event Detail: Is it possible to have the South , West and North sides?

Event Date: 1/27/2027

Start Time: 10:00:00 AM

End Time: 1:30:00 PM

ATTACHMENT C S



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB805 - Firefighter Chili Cook-Off - 1/27/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: pedersonconsulting@gmail.com

Tue, Jan 27, 2026 at 9:38 AM

Hi Cyndi, Yes, you can set up in the West, South and North? You can have all four sections if you would like.

In the past other groups submitted applications prior to yours and limited the space on the day you wanted. As of this email, I have not received any other requests for 1/27/2027 from 10a to 1:30p. Would you like the entire Rotunda or just West, South and North?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 27, 2026 at 6:04 AM <donotreplycontactus@iowa.gov> wrote:

Cyndi Pederson,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB805

Date of Form Submission: 1/27/2026 6:04:52

Form Submission Values:

Representative's Name: Cyndi Pederson

Address: 1075-44th

City: Des Moines

State: Iowa

Zip Code: 50311

Email Address: pedersonconsulting@gmail.com

Phone Number: 515-229-4748

Name (On-site): Cyndi Pederson

Email Address (On-site): pedersonconsulting@gmail.com

Phone Number (On-site): 515-229-4748

Event Requestor: Cyndi Pederson

Address (Requestor): 1075-44th

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50311

Location: 1st Floor Rotunda - West & South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: Firefighter Chili Cook-Off

Web Page With Event Information: IFA.org

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Event Detail: Is it possible to have the South , West and North sides?

Event Date: 1/27/2027

Start Time: 10:00:00 AM

End Time: 1:30:00 PM

ATTACHMENT C T



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB805 - Firefighter Chili Cook-Off - 1/27/2027

1 message

John & Cyndi Pederson <pedersonconsulting@gmail.com>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Tue, Jan 27, 2026 at 9:43 AM

I just did not want to be "piggy" but I guess it would make it easier if we had the whole rotunda.
OK, so let's take the whole space. THANKS!

Cyndi

On Tue, Jan 27, 2026 at 9:39 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:
Hi Cyndi, Yes, you can set up in the West, South and North? You can have all four sections if you would like.

In the past other groups submitted applications prior to yours and limited the space on the day you wanted. As of this email, I have not received any other requests for 1/27/2027 from 10a to 1:30p. Would you like the entire Rotunda or just West, South and North?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 27, 2026 at 6:04 AM <donotreplycontactus@iowa.gov> wrote:
Cyndi Pederson,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB805

Date of Form Submission: 1/27/2026 6:04:52

Form Submission Values:

Representative's Name: Cyndi Pederson

Address: 1075-44th

City: Des Moines

State: Iowa

Zip Code: 50311

Email Address: pedersonconsulting@gmail.com

Phone Number: 515-229-4748

Name (On-site): Cyndi Pederson

Email Address (On-site): pedersonconsulting@gmail.com

Phone Number (On-site): 515-229-4748

Event Requestor: Cyndi Pederson

Address (Requestor): 1075-44th

City (Requestor): Des Moines

State (Requestor): Iowa

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Zip Code (Requestor): 50311

Location: 1st Floor Rotunda - West & South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: Firefighter Chili Cook-Off

Web Page With Event Information: IFA.org

Event Detail: Is it possible to have the South , West and North sides?

Event Date: 1/27/2027

Start Time: 10:00:00 AM

End Time: 1:30:00 PM

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Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB805 - Firefighter Chili Cook-Off - 1/27/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: John & Cyndi Pederson <pedersonconsulting@gmail.com>

Tue, Jan 27, 2026 at 9:47 AM

I will put you down for the entire space. I recall Representative Tom Jeneary likes to be tucked in front of one of the north display cases for the Iowa SIDS Foundation Day on the Hill as he has in the past. Are you fine with that group setting if they submit a request?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 27, 2026 at 9:43 AM John & Cyndi Pederson <pedersonconsulting@gmail.com> wrote:

I just did not want to be "piggy" but I guess it would make it easier if we had the whole rotunda.
OK, so let's take the whole space. THANKS!

Cyndi

On Tue, Jan 27, 2026 at 9:39 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi Cyndi, Yes, you can set up in the West, South and North? You can have all four sections if you would like.

In the past other groups submitted applications prior to yours and limited the space on the day you wanted. As of this email, I have not received any other requests for 1/27/2027 from 10a to 1:30p. Would you like the entire Rotunda or just West, South and North?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 27, 2026 at 6:04 AM <donotreplycontactus@iowa.gov> wrote:

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Cyndi Pederson,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB805

Date of Form Submission: 1/27/2026 6:04:52

Form Submission Values:

Representative's Name: Cyndi Pederson

Address: 1075-44th

City: Des Moines

State: Iowa

Zip Code: 50311

Email Address: pedersonconsulting@gmail.com

Phone Number: 515-229-4748

Name (On-site): Cyndi Pederson

Email Address (On-site): pedersonconsulting@gmail.com

Phone Number (On-site): 515-229-4748

Event Requestor: Cyndi Pederson

Address (Requestor): 1075-44th

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50311

Location: 1st Floor Rotunda - West & South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: Firefighter Chili Cook-Off

Web Page With Event Information: IFA.org

Event Detail: Is it possible to have the South , West and North sides?

Event Date: 1/27/2027

Start Time: 10:00:00 AM

End Time: 1:30:00 PM

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Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB805 - Firefighter Chili Cook-Off - 1/27/2027

1 message

John & Cyndi Pederson <pedersonconsulting@gmail.com>
To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Tue, Jan 27, 2026 at 11:08 AM

Yes.....no problem

On Tue, Jan 27, 2026 at 9:47 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

I will put you down for the entire space. I recall Representative Tom Jeneary likes to be tucked in front of one of the north display cases for the Iowa SIDS Foundation Day on the Hill as he has in the past. Are you fine with that group setting if they submit a request?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

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capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 27, 2026 at 9:43 AM John & Cyndi Pederson <pedersonconsulting@gmail.com> wrote:

I just did not want to be "piggy" but I guess it would make it easier if we had the whole rotunda.

OK, so let's take the whole space. THANKS!

Cyndi

On Tue, Jan 27, 2026 at 9:39 AM Capitol Complex, Events <capitol.complex.events@iowa.gov> wrote:

Hi Cyndi, Yes, you can set up in the West, South and North? You can have all four sections if you would like.

In the past other groups submitted applications prior to yours and limited the space on the day you wanted. As of this email, I have not received any other requests for 1/27/2027 from 10a to 1:30p. Would you like the entire Rotunda or just West, South and North?

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

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capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

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RECEIVED BY IOCR 05/19/2026

On Tue, Jan 27, 2026 at 6:04 AM <donotreplycontactus@iowa.gov> wrote:
Cyndi Pederson,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB805

Date of Form Submission: 1/27/2026 6:04:52

Form Submission Values:

Representative's Name: Cyndi Pederson

Address: 1075-44th

City: Des Moines

State: Iowa

Zip Code: 50311

Email Address: pedersonconsulting@gmail.com

Phone Number: 515-229-4748

Name (On-site): Cyndi Pederson

Email Address (On-site): pedersonconsulting@gmail.com

Phone Number (On-site): 515-229-4748

Event Requestor: Cyndi Pederson

Address (Requestor): 1075-44th

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50311

Location: 1st Floor Rotunda - West & South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Portable food warmers

Event Title: Firefighter Chili Cook-Off

Web Page With Event Information: IFA.org

Event Detail: Is it possible to have the South , West and North sides?

Event Date: 1/27/2027

Start Time: 10:00:00 AM

End Time: 1:30:00 PM

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Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB808 - Disability Advocacy Day with the Iowa DD Council and partners - 1/27/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Tue, Jan 27, 2026 at 5:40 PM

Reply-To: capitol.complex.events@iowa.gov

To: carlyn.crowe@hhs.iowa.gov

Cc: carlyn.crowe@hhs.iowa.gov

Carlyn Crowe,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB808

Date of Form Submission: 1/27/2026 17:40:03

Form Submission Values:

Representative's Name: Carlyn Crowe

Address: 700 2nd Ave. Suite 101

City: Des Moines

State: Iowa

Zip Code: 50309

Email Address: carlyn.crowe@hhs.iowa.gov

Phone Number: 515-201-8151

Name (On-site): Carlyn Crowe

Email Address (On-site): carlyn.crowe@hhs.iowa.gov

Phone Number (On-site): 515-201-8151

Event Requestor: Iowa DD Council

Address (Requestor):

City (Requestor):

State (Requestor):

Zip Code (Requestor):

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Disability Advocacy Day with the Iowa DD Council and partners

Web Page With Event Information: iowaddcouncil.org

Event Detail: ok

Event Date: 1/27/2027

Start Time: 1:30:00 PM

End Time: 4:30:00 PM

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ATTACHMENT C X



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB808 - Disability Advocacy Day with the Iowa DD Council and partners - 1/27/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: carlyn.crowe@hhs.iowa.gov

Wed, Jan 28, 2026 at 8:21 AM

Hi Carlyn, your event is on the 2027 calendar. Our office will follow up with an agreement at a later date to confirm Application Number: ACB808 as submitted. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Tue, Jan 27, 2026 at 5:40 PM <donotreplycontactus@iowa.gov> wrote:
Carlyn Crowe,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB808

Date of Form Submission: 1/27/2026 17:40:03

Form Submission Values:

Representative's Name: Carlyn Crowe

Address: 700 2nd Ave. Suite 101

City: Des Moines

State: Iowa

Zip Code: 50309

Email Address: carlyn.crowe@hhs.iowa.gov

Phone Number: 515-201-8151

Name (On-site): Carlyn Crowe

Email Address (On-site): carlyn.crowe@hhs.iowa.gov

Phone Number (On-site): 515-201-8151

Event Requestor: Iowa DD Council

Address (Requestor):

City (Requestor):

State (Requestor):

Zip Code (Requestor):

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Disability Advocacy Day with the Iowa DD Council and partners

Web Page With Event Information: iowaddcouncil.org

Event Detail: ok

Event Date: 1/27/2027

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Start Time: 1:30:00 PM
End Time: 4:30:00 PM

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ATTACHMENT C Y



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB809 - Autism Society of Iowa Advocacy and Acceptance Day on the Hill - 1/28/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>
Reply-To: capitol.complex.events@iowa.gov
To: autismsocietyiowa@gmail.com
Cc: autismsocietyiowa@gmail.com

Wed, Jan 28, 2026 at 6:00 AM

Erin Enyart,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB809

Date of Form Submission: 1/28/2026 6:00:02

Form Submission Values:

Representative's Name: Erin Enyart

Address: 2617 SW 35th Street

City: Ankeny

State: Iowa

Zip Code: 50023

Email Address: autismsocietyiowa@gmail.com

Phone Number: 515-327-9075

Name (On-site): Erin Enyart

Email Address (On-site): autismsocietyiowa@gmail.com

Phone Number (On-site): 515-327-9075

Event Requestor: Autism Society of Iowa

Address (Requestor): 2617 SW 35th St

City (Requestor): Ankeny

State (Requestor): Iowa

Zip Code (Requestor): 50023

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Autism Society of Iowa Advocacy and Acceptance Day on the Hill

Web Page With Event Information: <https://autismia.com/>

Event Detail: Autism Society of Iowa will host their annual Day on the Hill for autism advocates and families. ASI will have a table with shirts, handouts and resources, and will also host a provider/vendor fair with 12-15 vendors in attendance. Setup will begin at 7am; registration at 8am. The rally will start at 9am with Legislators, self-advocates and providers invited to speak to attendees in the middle of the rotunda via speaker/microphone. At 10:30am advocacy training will be held courtesy of the Iowa DD Council. The event will end and be cleaned up by 12:00pm. Hy-Vee will provide refreshments. Attendance is expected at 150-200.

Event Date: 1/28/2027

Start Time: 7:00:00 AM

End Time: 12:00:00 PM

ATTACHMENT C Z



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB809 - Autism Society of Iowa Advocacy and Acceptance Day on the Hill - 1/28/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: autismsocietyiowa@gmail.com

Wed, Jan 28, 2026 at 8:26 AM

We have added your event to the calendar. Our office will follow up with an agreement at a later date to confirm Application Number: ACB809. Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Wed, Jan 28, 2026 at 6:00 AM <donotreplycontactus@iowa.gov> wrote:
Erin Enyart,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB809

Date of Form Submission: 1/28/2026 6:00:02

Form Submission Values:

Representative's Name: Erin Enyart

Address: 2617 SW 35th Street

City: Ankeny

State: Iowa

Zip Code: 50023

Email Address: autismsocietyiowa@gmail.com

Phone Number: 515-327-9075

Name (On-site): Erin Enyart

Email Address (On-site): autismsocietyiowa@gmail.com

Phone Number (On-site): 515-327-9075

Event Requestor: Autism Society of Iowa

Address (Requestor): 2617 SW 35th St

City (Requestor): Ankeny

State (Requestor): Iowa

Zip Code (Requestor): 50023

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Autism Society of Iowa Advocacy and Acceptance Day on the Hill

Web Page With Event Information: <https://autismia.com/>

Event Detail: Autism Society of Iowa will host their annual Day on the Hill for autism advocates and families. ASI will have a table with shirts, handouts and resources, and will also host a provider/vendor fair with 12-15 vendors in

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attendance. Setup will begin at 7am; registration at 8am. The rally will start at 9am with Legislators, self-advocates and providers invited to speak to attendees in the middle of the rotunda via speaker/microphone. At 10:30am advocacy training will be held courtesy of the Iowa DD Council. The event will end and be cleaned up by 12:00pm. Hy-Vee will provide refreshments. Attendance is expected at 150-200.

Event Date: 1/28/2027

Start Time: 7:00:00 AM

End Time: 12:00:00 PM

ATTACHMENT D A



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB906 - AMP Annual Day on the Hill - 1/28/2027

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Feb 23, 2026 at 11:41 AM

Reply-To: capitol.complex.events@iowa.gov

To: laossey@yss.org

Cc: laossey@yss.org

Laticia Aossey,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB906

Date of Form Submission: 2/23/2026 11:41:53

Form Submission Values:

Representative's Name: Laticia Aossey

Address: 420 kellogg Ave

City: ames

State: iowa

Zip Code: 50010

Email Address: laossey@yss.org

Phone Number: 229-216-2157

Name (On-site): Laticia Aossey

Email Address (On-site): laossey@yss.org

Phone Number (On-site): 229-216-2157

Event Requestor: YSS

Address (Requestor):

City (Requestor):

State (Requestor):

Zip Code (Requestor):

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: AMP Annual Day on the Hill

Web Page With Event Information: weareampiowa.com

Event Detail: We annually hold our AMP (Iowa's foster youth) day on the hill. We will have a info table set up the duration of the reservation and will hold a press conference.

Event Date: 1/28/2027

Start Time: 12:00:00 PM

End Time: 4:30:00 PM

ATTACHMENT D B



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Re: Capitol Building Application - ACB906 - AMP Annual Day on the Hill - 1/28/2027

1 message

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: laossey@yss.org

Mon, Feb 23, 2026 at 11:52 AM

The event request per Application Number: ACB906 was added to the calendar and our office will follow up with an agreement at a later date to confirm.

Please contact our office if your plans change.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Feb 23, 2026 at 11:42 AM <donotreplycontactus@iowa.gov> wrote:

Laticia Aossey,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB906

Date of Form Submission: 2/23/2026 11:41:53

Form Submission Values:

Representative's Name: Laticia Aossey

Address: 420 kellogg Ave

City: ames

State: iowa

Zip Code: 50010

Email Address: laossey@yss.org

Phone Number: 229-216-2157

Name (On-site): Laticia Aossey

Email Address (On-site): laossey@yss.org

Phone Number (On-site): 229-216-2157

Event Requestor: YSS

Address (Requestor):

City (Requestor):

State (Requestor):

Zip Code (Requestor):

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: AMP Annual Day on the Hill

Web Page With Event Information: weareampiowa.com

Event Detail: We annually hold our AMP (Iowa's foster youth) day on the hill. We will have a info table set up the

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End Time: 4:30:00 PM

Exhibit 3- 2025 Complaint & Exhibits

EXHIBIT 3

IOWA OFFICE OF CIVIL RIGHTS COMPLAINT FORM

515-281-4121 / 800-457-4416 / Fax: 515-242-5840 / <https://icrc.iowa.gov>

(AGENCY USE ONLY)

IOCR CP# _____
Local Commission# _____
EEOC# _____

Iowa Office of Civil Rights
6200 Park Ave Ste 100
Des Moines, Iowa 50321-1270

(PLEASE TYPE OR PRINT LEGIBLY)

SECTION 1 • COMPLAINANT INFORMATION

Your legal name: The Satanic Temple and Mortimer Adramelech
Email address: matt@kezhaya.law
Street address: C/O Matt Kezhaya, 150 S. Fifth St. Suite 1850
City: Minneapolis State: MN Zip Code: 55402
Telephone #: 612-276-2216 Your date of birth: 09/15/1995
Have you previously filed this complaint with any other federal, state, or local **anti-discrimination** agency? ☒ Yes ☐ No
If yes, what agency? Office of Civil Rights (CP# 07-25-84063 & 07-25-84064) When? June 2025

SECTION 2 • DISCRIMINATION INFORMATION

1. Please indicate the **AREA(S)** in which the discrimination occurred.

- | | | |
|-------------------------------------|--|--------------------------------------|
| ☐ Employment | ☒ Public Accommodation | ☐ Housing |
| ☐ Education | ☐ Credit | ☐ Retaliation |

2. Please indicate the **ACTION(S)** that the organization took against you.

Employment

- ☐ Demotion
- ☐ Denied Accommodation
- ☐ Denied Benefits
- ☐ Discipline
- ☐ Failure to Hire
- ☐ Failure to Promote
- ☐ Failure to Recall
- ☐ Failure to Train
- ☐ Forced to Quit/Retire
- ☐ Harassment
- ☐ Layoff
- ☐ Reduced Hours
- ☐ Reduced Pay
- ☐ Sexual Harassment
- ☐ Suspension
- ☐ Termination
- ☐ Undesirable Assignment/Transfer
- ☐ Unequal Pay

Public Accommodation

- ☒ Denied Accommodation
- ☒ Denied Service

Housing

- ☐ Denied Accommodation or Modification
- ☐ Eviction
- ☐ Failure to Rent
- ☐ Harassment

Education

- ☐ Denied Accommodation
- ☐ Harassment

Credit

- ☐ Denied Accommodation
- ☐ Denied Financial Services/Credit

☐ Other: _____

3. Please indicate the **BASIS(ES)** or reasons for the discrimination:

- a. Do you believe you were discriminated against because of your race (circle one)? Yes ☐ No ☒
If yes, what is your race? _____
- b. Do you believe you were discriminated against because of your skin color? Yes ☐ No ☒
If yes, what is your skin color? _____
- c. Do you believe you were discriminated against because of your national origin? Yes ☐ No ☒
If yes, what is your national origin? _____
- d. Do you believe you were discriminated against because of your sex? Yes ☐ No ☒
If yes, what is your sex? _____
- e. Do you believe you were discriminated against because of your sexual orientation? Yes ☐ No ☒
If yes, what is your sexual orientation? _____
- f. Do you believe you were discriminated against because of your gender identity*? Yes ☐ No ☒
If yes, what gender do you identify as? _____
- *As of July 1, 2025, gender identity is no longer a protected basis under Iowa Code chapter 216. All complaints filed under chapter 216 must be filed within 300 days of the most recent alleged discriminatory incident. Civil rights complaints of alleged illegal discrimination on the basis of gender identity that are received prior to July 1, 2025, will be processed and investigated pursuant to Iowa Code chapter 216. New complaints of alleged discrimination based on gender identity filed after July 1, 2025, must follow the 300-day filing deadline. Therefore, individuals who believe they have been discriminated against based on gender identity may have until April 27, 2026, to file a complaint with the Iowa Office of Civil Rights regarding any conduct that occurred prior to July 1, 2025.**
- g. Do you believe you were discriminated against because of a disability? Yes ☐ No ☒
If yes, what is your real or perceived disability? _____
- h. Do you believe you were discriminated against because of your religion or creed? Yes ☒ No ☐
If yes, what is your religion or creed? _____
- i. Do you believe you were discriminated against because of your pregnancy or pregnancy - related condition? Yes ☐ No ☒
- j. If your complaint involves employment or credit, do you believe you were discriminated against because of your age? Yes ☐ No ☒
If yes, do you believe you were discriminated because you are older or because you are younger? _____
- k. If your complaint involves housing or credit, do you believe you were discriminated against based on your familial status? Yes ☐ No ☒
If yes, how many children live with you? _____
- l. If your complaint involves credit, do you believe you were discriminated against based on your marital status? Yes ☐ No ☒
If yes, what is your marital status? _____
- o. Do you believe you were discriminated against because of something else not listed above? Yes ☐ No ☒
If yes, please explain: _____
- n. Do you believe you were retaliated against because you reported discrimination to someone within the organization, filed a complaint with the ICRC, or participated as a witness in an anti-discrimination agency proceeding? Yes ☐ No ☒

If yes, what did you report or complain about, and to whom?

In 2023, we were the victim of criminal vandalism on the basis of our religion and/or perception of our religion when an individual destroyed a symbol of our religious faith in the Iowa State Capitol Building. We complained of this incident immediately, which was extensively covered in the press. Second, on July 12, 2024, we applied to hold a multi-day Reading Marathon of Paradise Lost, to be held from September 16 through September 19, 2024. On July 26, 2024 IDAS changed its events policy to preclude (a) multi-day events, and (b) limit particular groups to one-event-per-year. The restrictions were intended to and designed to prevent us from holding our holiday event later in the year. We complained immediately to IDAS. Finally, we complained of the denial of our application for a 2024 holiday display on the basis of our religion and/or perception of our religion, directly to Director Steen at IDAS and have a pending complaint with the OCR. (CP# 07-25-84063 & 07-25-84064)

What happened to you as a result of your report or complaint.

Our complaints relating to the destruction of our 2023 holiday display were a basis for the denial of our 2024 and 2025 applications, along with Respondents' prejudiced views about our religion. Specifically, due to our complaints, Respondents prohibited us from accessing the State Capitol on equal terms to other faiths and secular groups during the 2024 and 2025 holiday seasons.

We complained regarding IDAS's change in policy prohibiting multi-day events and multiple events by particular groups per year. IDAS did not revert its policy in response to our complaint. Accordingly, and in reliance on this new policy, we canceled our Reading Marathon event—which IDAS had proposed to approve only for a single day of the requested four—so that we would be able to hold our holiday event later in the year. We have since learned this policy, in addition to being targeted towards us, has not been applied evenly. We believe other groups are being allowed multi-day or multiple events per year without restriction by IDAS or its one-day-per event, one-event-per-year policy.

Following our complaint of the denial of our 2024 application, despite our attempts to resolve the stated basis for the denial and despite time remaining to accommodate our request to hold an event, Respondents did not provide us any timely response. Having knowledge that their denial of our initial application was baseless and blatant discrimination on the basis of our religion and/or their perception of our religion, Respondents continued to prohibit us from accessing the State Capitol on equal terms to other faiths and beliefs during the 2025 holiday season.

4. What was the date (month/day/year) of the MOST RECENT discriminatory incident?

(REQUIRED): 11/24/2025

5. If Employment is the Area, what is your hire date or application date? _____

6. Are you still employed by the organization that discriminated against you?

If no, when did your employment end? _____ (month, day, year)

How did your employment end?

☐ Terminated

☐ Voluntary Quit

☐ Forced to Quit/Retire

-----SECTION 3 • RESPONDENT INFORMATION-----

7. What is the full legal name of the organization that discriminated against you?

[This organization will be charged with discrimination and given a copy of your complaint.]

Iowa Department of Administrative Services

Address: **1305 E. Walnut St. 3rd Floor**

City: **Des Moines** County: **Polk** State: **IA**

Zip Code: **50319** Telephone #: **515-242-5120**

8. If the organization listed in #7 has a parent organization or corporate office, list it here.

[This organization will also be charged with discrimination and given a copy of your complaint.]

Address: _____

City: _____ State: _____

Zip Code: _____ Telephone #: _____

If more than two respondents, please list additional organization or individual respondents, including name, job title, and address, on an attached piece of paper. The additional organizations/individual respondents will also receive a copy of the complaint.

9. Provide the address of the location where the discrimination occurred:

Iowa State Capitol, 1007 E. Grand Ave., Des Moines, IA 50319

10. Were you placed by a temporary firm agency at the organization that discriminated against you?

[If the answer is yes and you wish to file a complaint against the temporary staffing firm, you will need to file a separate complaint form naming that firm.]

☐ Yes ☒ No

11. If Employment is the Area, indicate approximate number of ALL employees (full-time and part-time) at ALL employer locations nationwide (REQUIRED):

☐ 4-14 ☐ 15-19 ☐ 20-100 ☐ 101-200 ☐ 201-500 ☐ 500+

-----SECTION 4 • BRIEF SUMMARY OF ALLEGATIONS-----

Please describe what happened to you. State how you were discriminated against. What happened? When did it happen? Be sure to address each Action you checked on page one and each Basis you addressed on page two. *[Please read the instruction sheet before writing your brief summary.]*

The Iowa Department of Administrative Services (“IDAS”), through its Director, denied our 2025 application to hold a holiday display and event in the Iowa Capitol Building Rotunda—both (1) on the basis of our religion and/or their perception of our religion and (2) in retaliation for our prior reports of discrimination. I, Mortimer Adramelech, on my own behalf and as a minister of the Iowa congregation of The Satanic Temple, Inc. (“TST”) bring this action due to the discrimination we and our impacted Iowa congregation have experienced. TST has been the victim of highly publicized and well documented discrimination on the basis of our religious beliefs.

On September 29, 2025, we properly submitted a Capitol Building Application to hold an event in the 1st Floor Rotunda—East entitled TST Iowa Holiday Display Day (the “Event”) on December 13, 2025. (Exhibit A). In our application, the Event was described as follows: “TST Iowa’s holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. Everything will be family-friendly, and our display will be always attended to by at least one member of our congregation.” (Exhibit A).

On October 29, 2025, Suzy Trotter, the Capitol Complex Events Coordinator for IDAS, informed us that the Event was added to the Capitol Complex Events Calendar and requested us to complete and submit a Memorandum of Understanding (“MOU”) “with a sketch and / or details of the event.” (Exhibit B). We did so and submitted the requested MOU and information on November 4, 2025. (Exhibit C). On November 6, 2025, she requested additional information about the event. (Exhibit D). On November 11, 2025, I provided the requested information. (Exhibit E). On November 24, 2025, I received an email from Suzy Trotter stating “this request is not approved. If you have any questions contact Director Campbell at mark.campbell@iowa.gov.” (Exhibit F). They provided no further information on the basis for denial. We believe this discrimination on the basis of our actual and perceived religion, and retaliation, violated our rights under the Iowa Civil Rights Act.

This comes on the heels of a denial of the denial of the TST application to hold a holiday display and event in the Iowa Capitol Building Rotunda in 2024—both (1) on the basis of our religion and/or their perception of our religion and (2) in retaliation for our prior reports of discrimination. I would like to incorporate all evidence from our previous cases CP# 07-25-84063 & 07-25-84064. (Ex. G).

On June 10, 2025, we filed a civil rights complaint against Adam Steen, IDAS, and IGOV for the discriminatory denial of our 2024 event application. We incorporate here the allegations from those complaints. (CP# 07-25-84063 & 07-25-84064). On November 24, 2025 the OCR provided its Tier 1 Investigative Report, recommending further investigation in the cases. (Ex. G).

In 2024, TST Iowa submitted its application on October 7, 2024 — months in advance. We completed all requested forms and provided supplementary information and materials on October 21, 2024. With no response, we followed up to check on the status of our application on November 4, 2024 and again on November 12, 2024. It was not until December 3, 2024, mere weeks prior to the planned Event-date, that IDAS requested still more information about the Event, which we provided immediately, and then not until December 10, 2024 — days prior to the planned event, that IDAS issued its summary denial. All our attempts to resolve the purported concerns were ignored.

This timeline indicates that Respondents never intended to consider our application seriously or fairly, but instead always intended to deny it. The timeline also indicates that Respondents intentionally delayed in communicating their decision to us, in contrast to a more typical timeline to process other event applications for individuals and groups associated with, or perceived to be associated with, non-Satanic religions. They did so because it left us scrambling to try and appease their concerns by modifying the Event at the last minute and excused them the embarrassment of drawn-out publicity concerning their unwarranted cancellation and their ongoing refusal to engage with us on the Event. By delaying, they were able to ignore us and refuse to entertain our offers to, for example, omit the costume contest and reschedule. In part through this delay, Respondents were able to prevent the Event entirely and deprive us of equal access to the Capitol during the 2024 and 2025 holiday seasons.

I certify under penalty of perjury and pursuant to the laws of the State of Iowa and the laws of the United States of America that the preceding charge is true and correct.

X Mortimer Adames

Signature of Complainant (REQUIRED)

4/8/2026

Date

It is not necessary that you provide any additional documentation at this time. Be aware that any additional documentation provided with your complaint form will be sent out to all named parties along with this form. An opportunity to provide additional documentation will be given at a later time if/when the complaint is accepted by the IOCR. Any submitted additional documentation/narration of more than five pages may result in a delay in the processing of your complaint.

IOWA OFFICE OF CIVIL RIGHTS

Contact Information

Note: This information will NOT be given out to anybody.
It is for IOCR use only.

Your Name: Mortimer Adramelech

Contact Person

Please provide the name and telephone number of a relative or friend who will always know where you can be reached. Your "Contact Person" should be someone who does not live with you.

Name: ACLU of Iowa, ATTN: Shefali Aurora, Rita Bettis Austen, and Thomas Story

Mailing Address: 505 5th Ave, Ste 808

City: Des Moines

State: Iowa

Zip Code: 50309

Telephone #: (home) _____

(work) _____

(cell) 515-771-6974

E-mail: shefali.aurora@aclu-ia.org, rita.bettis@aclu-ia.org, thomas.story@aclu-ia.org

☒ Please check box if the above listed Contact Person is Complainant's attorney and is representing the Complainant before the IOCR. If applicable, please be sure to include firm name below if applicable.

ACLU of Iowa

IOWA OFFICE OF CIVIL RIGHTS

Authorization Release Form

I hereby authorize anyone possessing medical, education, personnel, income, credit, or any other information necessary for a full and complete investigation, mediation, or conciliation of my complaint to furnish such information to the Iowa Office of Civil Rights and any other anti-discrimination agency.

I hereby release anyone so authorized, the Iowa Office of Civil Rights, and any other anti-discrimination agency from all liability for any damages whatsoever in furnishing and obtaining such information.

Name: Mortimer Adramelech

Signature: Mortimer Adramelech Date: 4/8/2026

EXHIBIT A



Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>

Capitol Building Application - ACB740 - TST Iowa Holiday Display Day - 12/13/2025

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Sep 29, 2025 at 9:17 PM

Reply-To: capitol.complex.events@iowa.gov

To: mortimer.adramelech@thesatanictemple.org

Cc: nemesis.melmoth@thesatanictemple.org

Mortimer Adramelech,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB740

Date of Form Submission: 9/29/2025 21:17:52

Form Submission Values:

Representative's Name: Mortimer Adramelech

Address: 827 Spring St, Apt 221

City: Grinnell

State: Iowa

Zip Code: 50112

Email Address: mortimer.adramelech@thesatanictemple.org

Phone Number: 515-718-3228

Name (On-site): Nemesis Melmoth

Email Address (On-site): nemesis.melmoth@thesatanictemple.org

Phone Number (On-site):

Event Requestor: he Satanic Temple Iowa

Address (Requestor):

City (Requestor):

State (Requestor): Iowa

Zip Code (Requestor):

Location: 1st Floor Rotunda - East

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: TST Iowa Holiday Display Day

Web Page With Event Information:

Event Detail: TST Iowa's holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. Everything will be family-friendly, and our display will be attended to by at least one member of our congregation at all times.

Event Date: 12/13/2025

Start Time: 8:00:00 AM

End Time: 4:00:00 PM

EXHIBIT B



Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>

Capitol Building Application - ACB740 - TST Iowa Holiday Display Day - 12/13/2025

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Wed, Oct 29, 2025 at 11:21 AM

To: mortimer.adramelech@thesatanictemple.org

Cc: nemesis.melmoth@thesatanictemple.org

Mortimer, your request was added to the Capitol Complex Events Calendar. Attached is the Memorandum of Understanding to be completed and emailed back to our office at capitol.complex.events@iowa.gov along with a photo with the dimensions of the display for approval.

Complete Exhibit A of the MOU with a sketch and / or details of the event set up including the location of equipment such as tables, chairs, banners, displays, podium, crowd, etc. Feel free to add timeline including the set up, event start / stop, and the teardown.

You are welcome to contact our office with any questions regarding this agreement.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

[109 S.E. 13th St., Des Moines, IA 50319](#)

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

On Mon, Sep 29, 2025 at 9:17 PM <donotreplycontactus@iowa.gov> wrote:
Mortimer Adramelech,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB740

Date of Form Submission: 9/29/2025 21:17:52

Form Submission Values:

Representative's Name: Mortimer Adramelech

Address: 827 Spring St, Apt 221

City: Grinnell

State: Iowa

Zip Code: 50112

Email Address: mortimer.adramelech@thesatanictemple.org

Phone Number: 515-718-3228

Name (On-site): Nemesis Melmoth

Email Address (On-site): nemesis.melmoth@thesatanictemple.org

Phone Number (On-site):

Event Requestor: he Satanic Temple Iowa

Address (Requestor):

City (Requestor):

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State (Requestor): Iowa

Zip Code (Requestor):

Location: 1st Floor Rotunda - East

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: TST Iowa Holiday Display Day

Web Page With Event Information:

Event Detail: TST Iowa's holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. Everything will be family-friendly, and our display will be attended to by at least one member of our congregation at all times.

Event Date: 12/13/2025

Start Time: 8:00:00 AM

End Time: 4:00:00 PM



2025.12.13 The Satanic Temple Iowa.pdf

163K

EXHIBIT C



RECEIVED BY IOCR 05/19/2026
Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

MARK CAMPBELL, DIRECTOR

**Memorandum of Understanding
Between
The Satanic Temple Iowa
And
The Iowa Department of Administrative Services
For
TST Iowa Holiday Display Day**

1. **Purpose.** The purpose of this Memorandum of Understanding (“MOU”) is to set forth the terms and conditions of the agreement between the Iowa Department of Administrative Services (“DAS”) and The Satanic Temple Iowa (“Event Requestor”) for the TST Iowa Holiday Display Day (“Event”). Event Requestor manages, operates, controls, and hosts the Event. Event Requestor will be allowed the non-exclusive use to host the Event in the designated Event Area for the Duration of this MOU subject to the terms and conditions therein.
 - 1.1. **Exemption.** State agencies (as defined in Iowa Code section 669.2(5)) acting in an official capacity and the World Food Prize whose primary location for the annual ceremony is the Capitol Complex (Iowa Code section 15.368) are exempt from time and place restrictions except as otherwise required by law or imposed within the sole discretion of DAS.
2. **Duration.** This MOU exclusively pertains to the Saturday, December 13, 2025, Event. Event requests shall be received at least 30 calendar days prior to the event date. Event Requestor is approved for the use of the designated Event Area on Saturday, December 13, 2025; beginning at 8:00 a.m. until 4:00 p.m. An Event may not exceed 1 day. An Event Requestor, including any affiliate, conduit, designee, partner, or subunit, may not hold more than one event per calendar year.
3. **Event Area.** East section on the 1st Floor Rotunda in the Iowa State Capitol Building on the Capitol Complex in Des Moines, IA. DAS will make the Event Area available in accordance with the terms of this MOU.
 - 3.1. **Site Map.** The Event Area will be restricted to the area identified on Exhibit A (“Site Map”). Site map identifies the perimeter of the Event Area and the location of equipment or displays for the Event. The Event Requestor is responsible for demarcating the Event Area and, if required by DAS, obtain and erect barriers as set forth on the Site Map. Event Requestor shall not conduct the Event at any other location on the Capitol Complex without written approval from DAS.
 - 3.2. **Relocating/Rescheduling of Event.** In the event DAS has to restrict the usage of the Event Area agreed upon in this MOU for any reason, DAS will work in good faith with the Event Requestor to locate an alternative location and/or date on the Capitol Complex. DAS only anticipates this occurring due to unforeseen or extraordinary circumstances.
 - 3.3. **Compliance with Laws.** Event Requestor agrees to comply with all applicable laws in its use of the Event Area including, but not limited to, provisions of the Iowa Code and DAS’s administrative rules governing use of the Capitol Complex.
4. **Charges, Insurance, Indemnification.** Event Requestor is exclusively responsible for financing the Event.
 - 4.1. **Costs to Access.** Event Requestor may conduct the Event within the Event Area without rent or charge.
 - 4.2. **Vendor Services.** Event Requestor will be solely responsible for all expenses and costs charged by vendors. Event Requestor will pay all vendors directly.
 - 4.3. **Liability.** Pursuant to the requirements set forth in Iowa Administrative Code rule 11—100.4(6), Event Requestor acknowledges responsibility and is responsible for any damages occurring during the Event and agrees to reimburse the State of Iowa and the Iowa Department of Administrative Services for such damage to state property, services provided by or through DAS to support the Event, and necessary clean-up after Event Requestor departs the Capitol Complex. Any billing from DAS submitted to Event Requestor shall be paid in full within thirty (30) days of receipt.
 - 4.4. **Indemnification.** Event Requestor agrees to be fully responsible for and/or indemnify and hold harmless the State of Iowa, the Iowa Department of Administrative Services, and all of their agents and employees from any and all claims, liabilities, damages, settlements, judgments, costs, and expenses directly or indirectly caused by, related to, or arising from Event Requestor’s access, parking, and conducting business under this MOU.

4.5. Insurance. Event Requestor is not required to obtain liability insurance for the Event; however, this does not relieve Event Requestor of any Charges or Indemnification pursuant to this MOU.

4.6. Billing Address.

The Satanic Temple Iowa
827 Spring St. Apt 221
Grinnell, IA 50112

5. Standard of Care Obligation. Event Requestor acknowledges that it will be held to a standard of care appropriate given the historical property it has endeavored to use for this Event. Care is to be taken for all areas utilized throughout the Capitol Complex. Event Requestor is exclusively responsible for the Event including set up, tear down, and Event activities.

- 5.1. Equipment and Displays.** Event Requestor will provide all equipment necessary to conduct the Event. The State of Iowa is not responsible for any damages, loss, or theft to equipment or displays provided, owned or used by Event Requestor.
- 5.2. Display Design.** Display design identifying specific size and location must be approved in advance by DAS. All displays must be free standing and may not be affixed or supported by any other surfaces. Display will not restrict traffic flow and will not pose a hazard for persons with disabilities. If required by DAS, the Event Requestor will incorporate a baseboard into the design surrounding the entire display. The Event Requestor will provide signage at the display location containing a disclaimer stating the display is not owned, maintained, promoted, supported by or associated with the State of Iowa. The use of an unattended display is prohibited. Refer to Exhibit C for additional guidelines.
- 5.3. Signage.** Event Requestor will not hang signs on the Capitol Complex including but not limited to buildings, lampposts, traffic signs, trees, sidewalks, existing signs, monuments, etc.
- 5.4. Protective Surface.** Event Requestor will take all reasonable steps to protect surfaces, ground, and buildings from damage from Event Requestor's equipment or display.
- 5.5. Power.** Event Requestor is approved to use the electrical outlets at the Event Area. Event Requestor will hire and/or obtain its own power beyond the electrical outlets provided. Any such generator must be grounded as per code. Event Requestor will secure all cables in a safe manner with a non-adhesive cable cover.
- 5.6. Restrooms.** Restrooms are available in the buildings on Capitol Complex during normal business hours. Event Requestor will provide a sufficient amount of portable restrooms and handicapped restrooms as necessary to support the expected participation for the Event. Such portable restrooms would be allowed during the date and time indicated on this MOU Duration. Portable restrooms would be placed in the Event Area on a concrete surface not impeding pedestrian foot traffic, i.e. sidewalks and cross walks.
- 5.7. Tents, canopies and inflatables (outdoor events only).** Upon approval from DAS, Event Requestor may set tents, canopies and inflatables in the Event Area. Approved tents, canopies and inflatables will be secured with weights.
- 5.8. Street/Sidewalk Closures.** Event Requestor will provide appropriate street/sidewalk closure barricades for the closure of street(s) and/or sidewalk(s) on the Capitol Complex. All street and sidewalk closures must be reviewed and approved by DAS and submitted on the site map provided to DAS. Event Requestor will seek approval from the City of Des Moines for the closure of city streets and/or sidewalks.
- 5.9. Ground Penetration.** Event Requestor will follow the "Digging/Ground Penetration Approval Procedures for the Capitol Complex" before penetrating the soil in any way, with signs, posts, etc. Any holes/penetration, etc., must be repaired immediately following the conclusion of the Event.
- 5.10. Clean-up/Waste Removal.** Event Requestor will provide waste receptacles to collect waste from the Event Area. Event Requestor will remove all waste generated during the Event from the Event Area. Capitol Complex waste receptacles in the Event Area used by the Event will be emptied and replaced by the Event Requestor with clean 45" x 48" bags. Parking lots, streets and sidewalks utilized for the Event will be cleaned by Event Requestor.
- 5.11. Security.** If the Event Requestor requires security for the Event, the Event Requestor shall obtain private security and shall be responsible for all private security costs.
- 5.12. Vehicles.** Event Requestor will not drive any vehicle on any sidewalk, lawn or landscaping except as provided herein. Turf type vehicles, such as golf carts may be driven on sidewalks and lawn. At no time may any vehicle park on the lawn.
- 5.13. Parking.** Capitol Complex non-gated parking lots for visitors as well as the parking structure on the corner of E. Grand Avenue and Pennsylvania Avenue may be available for the Event. Parking designated for state employee and reserved parking is not available for Event parking between 6 a.m. and 6 p.m., Monday-Friday,

unless otherwise posted and with the exception of state designated holidays. Improper use of any "Persons with Disabilities" parking spaces is subject to a fine and towing at the owner's expense.

5.14. Not Permitted on Capitol Complex.

- Admission fees;
- Alcohol;
- Use of tobacco;
- Fireworks;
- Horses or other livestock (except on streets);
- Sidewalk chalk/paint;
- Popcorn poppers for use in buildings;
- Open flame (except for outdoor cooking or catering equipment with prior approval from DAS and compliance to requirements in Exhibit B);
- Sale of merchandise (except for the sale of food associated with the Event).
- Helium Balloons are not allowed in the Capitol Building.

5.15. Additional Limitation. Because the Capitol Complex is often a destination for children (persons under the age of eighteen) learning about their State government, visual displays, sounds, and other actions that are harmful to minors including, but not limited to, obscene materials (as defined in Iowa Code section 728.1(5)), and gratuitous violence or gore are not permitted at the Capitol Complex. "Obscene material" is any material depicting or describing the genitals, sex acts, masturbation, excretory functions or sadomasochistic abuse which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value. "Gratuitous violence or gore" means any depiction of severe bodily injury or blood, organs, or other bodily fluids, which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value.

6. Event Requestor Coordinator(s):

Mortimer Adramelech Nemesis Melmoth
515.718.3228 mortimer.adramelech@thesatanictemple.org nemesis.melmoth@thesatanictemple.org

7. DAS Event Coordinator.

Suzy Trotter
109 S. E. 13th Street, Des Moines, Iowa 50319
Office: 515.281.7259 Cell: 515.631.9247 Email: capitol.complex.events@iowa.gov

8. MOU Administration.

- 8.1. Amendments.** This MOU may be amended in writing by mutual consent of the parties. All amendments to this MOU must be in writing and fully executed by the parties.
- 8.2. Assignment and Delegation.** This MOU may not be assigned, transferred or conveyed in whole or in part without the prior written consent of the other party.
- 8.3. Integration.** This MOU represents the entire MOU between parties. The parties shall not rely on any representation that may have been made which is not included in this MOU.
- 8.4. Headings or Captions.** The paragraph headings or captions used in this MOU are for identification purposes only and do not limit or construe the contents of the paragraphs.
- 8.5. Supersedes Former MOUs or Agreements.** This MOU supersedes all prior MOUs or Agreements between the parties for the services provided in connection with this MOU.
- 8.6. Governing Law.** This agreement, and any disputes arising from it, shall be construed in accordance with Iowa law. Venue for any lawsuits resulting from it shall be Des Moines, Polk County, Iowa.
- 8.7. Interpretation.** The State and Event Requestor, and their respective attorneys, have been provided an opportunity to review and revise this document prior to signing it. Ambiguities shall be interpreted as if both parties drafted the agreement together.

9. Termination. This MOU automatically terminates at 4:00 p.m. on Saturday, December 13, 2025. Event Requestor's obligations under this MOU continue beyond its termination.

Memorandum of Understanding
The Satanic Temple Iowa
Page 4 of 7

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- 10. Signatures.** Event Requestor, through the signature of its duly authorized representative identified below, affirmatively represents the signatory possesses all necessary power, authority and legal capacity to (1) act on behalf of Event Requestor; (2) enter into and bind Event Requestor to perform Event Requestor's obligations under this MOU; and (3) accept written notice for Event.

Charlee Cross, Chief Operating Officer
Department of Administrative Services
General Services Enterprise

Date



Duly Authorized Event Requestor Representative
Mortimer Adramelech
The Satanic Temple Iowa

Date

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**Exhibit A
Site Map**

Using the map below, sketch and label the event equipment layout in the Event Area(s), including tables, chairs, catering equipment, banners, podium, etc.

The pink shaded area is the egress / ingress and pathway, do not plan to place event equipment in the shaded area.

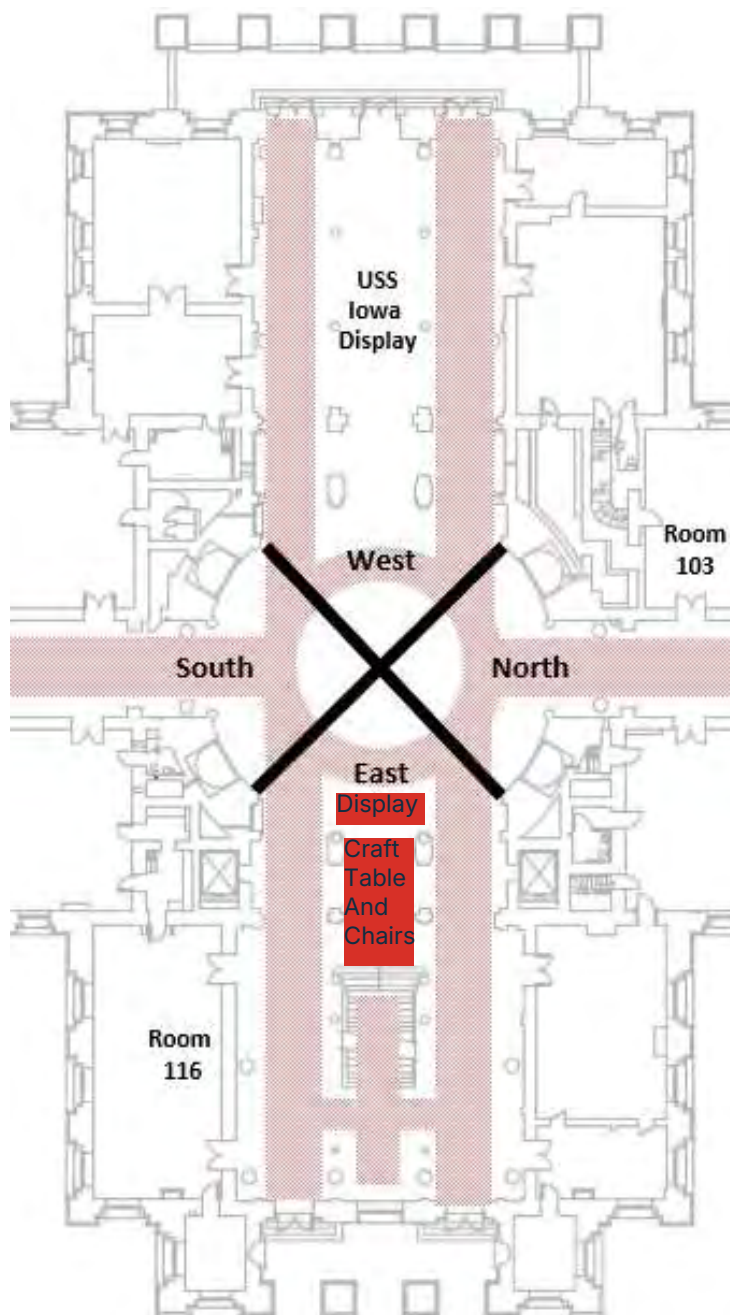


Exhibit B
Catering Equipment and Outdoor Cooking

Catering Equipment Requirements

- Portable food warming devices that are fueled (i.e. Sterno) shall have non-combustible lids for immediate use for each warming device.
- The warming device shall be on a noncombustible protective material to prevent tipping and damage.
- The devices shall be continuously under the care and control of a competent person.
- A fire extinguisher must be provided by the Event Requestor and located to be readily available for use.

Outdoor Cooking Requirements

- A designated person of the Event Requestor will need to be responsible for lighting, kindling and maintaining the self-supporting outdoor cooking equipment.
- Cooking equipment will be at a minimum of 20 feet of any building.
- Cooking equipment will be at a minimum of 10 feet between other cooking equipment, vehicles, trash containers or other significant quantities of combustible materials.
- If propane tanks are used, all connections are to be soap tested prior to ignition. LP containers and equipment must be in compliance with acceptable NFPA (National Fire Protection Association) Code.
- The fire shall be continuously under the care and control of a competent person until it is extinguished. In addition, a fire extinguisher must be provided by the Event Requestor and located to be readily available for use.
- Outdoor cooking equipment shall be on a noncombustible protective material to prevent damage. Outdoor cooking equipment may be placed on the grass with protective material; however, this does not relieve Event Requestor of any Charges or Indemnification as a result of damage to the grass.
- If outdoor conditions pose a high risk of the fire spreading, such as high winds or extremely dry conditions, the Iowa Department of Administrative Services and/or Iowa State Patrol Post 16 reserves the right to require the Event Requestor to discontinue use of the cooking equipment to protect the public and facilities.

Exhibit C
Display Guidelines

Capitol Building Displays

- Displays are considered an 'event' as we are coordinating the use of the space.
- The 1st Floor Rotunda in the Capitol has four defined spaces for groups to reserve.
- All groups must submit a photo with dimensions of the display for approval. Dimensions will not exceed 7 foot wide and 7 foot deep.
- Displays in the building have a height cap of 9 foot, so not to interfere with electronic smoke detectors.
- Displays will not be allowed to impede the egress.
- Displays are required to provide a baseboard so those with visual impairments using a cane can identify obstacles.
- Events / Displays may be refused if it would be disruptive of official state business or to the public health, safety and welfare, or is inconsistent with Iowa Administrative Code.
- The time limit allows for maintenance / cleaning of the area.
- All approved displays will provide signage at the display location containing a disclaimer stating the display is not owned, maintained, promoted, supported by or associated with the State of Iowa.

Outdoor Displays

- Outdoor displays are considered temporary site features and must be submitted to the Capitol Planning Commission Site Features Committee for review and approval. (<https://das.iowa.gov/state-employees/general-services/capitol-planning-commission/site-features>)

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TSTIA 2025 Holiday Event Itinerary

8:00am - Setup

11:00am - Satanic Holiday Carols

Songlist:

I'll Be Your Mirror-The Velvet Underground and Nico

Waiting for the Night-Depeche Mode

Lucifer's the Light-King Dude

Saturnalia-Cauda Pavonis

All day - Make & Take Ornaments, and Social Time

12:00pm - All Ages Krampus Costume Contest

1st, 2nd, 3rd Place prizes - The winners will be determined by audience votes.

Participants will present their costume for the audience to vote on.

2pm - Ritual

3:00/3:30pm - Teardown and Cleanup

EXHIBIT D



Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>

Capitol Building Application - ACB740 - TST Iowa Holiday Display Day - 12/13/2025

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>
Cc: nemesis.melmoth@thesatanictemple.org

Thu, Nov 6, 2025 at 11:50 AM

Mortimer, we are requesting The Satanic Temple Iowa to provide additional information specific to the 12/13/2025, TST Iowa Holiday Display Day event.

1. Photo(s) and details of the how the the baphomet bust will be displayed.
2. Images of the make & take ornaments.
3. Images of the coloring pages.
4. Images of the anticipated costumes.
5. Details of the costume contest.
6. Detailed description of the ritual.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

[109 S.E. 13th St., Des Moines, IA 50319](#)

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

[Quoted text hidden]

EXHIBIT E



Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>

Capitol Building Application - ACB740 - TST Iowa Holiday Display Day - 12/13/2025

Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>

Tue, Nov 11, 2025 at 10:43 PM

To: "Capitol Complex, Events" <capitol.complex.events@iowa.gov>

Cc: Nemesis Melmoth <nemesis.melmoth@thesatanictemple.org>

Hello,

1. I will send photos of the base and stand as soon as possible. The baphomet bust is currently out of state and not in my possession.
2. Attached
3. Attached
4. Attached
5. Participants will present their costumes for the audience to vote on. We will have 1st, 2nd, and 3rd place prizes.
6. Ritual participants will form a procession to the display.
One will carry a veiled infinity candle (this is a flameless LED candle).
The ritual leader will give the invocation, celebrating both the light and the night.
The infinity candle is unveiled.
The ritual is concluded.

Thank you!

[Quoted text hidden]

9 attachments



KrampusWeissbach.jpg
219K



DC_Krampus.jpg
312K



Screenshot_20241206_151241_Firefox.jpg
337K



Screenshot_20241206_151438_Firefox.jpg
765K



Screenshot_20241206_151504_Firefox.jpg
959K



20241206_141238.jpg
677K



Messenger_creation_BCE17561-C48B-433C-AC45-602E9278BCFC.jpg
210K



20241206_153206.jpg
269K



20241206_152325.jpg
4262K

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EXHIBIT F



Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>

Capitol Building Application - ACB740 - TST Iowa Holiday Display Day - 12/13/2025

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>
Cc: Nemesis Melmoth <nemesis.melmoth@thesatanictemple.org>

Mon, Nov 24, 2025 at 12:43 PM

This request is not approved. If you have any questions contact Director Campbell at mark.campbell@iowa.gov.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

[109 S.E. 13th St., Des Moines, IA 50319](#)

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



Department of
Administrative Services

[Quoted text hidden]

EXHIBIT G

IOWA OFFICE OF CIVIL RIGHTS COMPLAINT FORM

515-281-4121 / 800-457-4416 / Fax: 515-242-5840 / <https://icrc.iowa.gov>

(AGENCY USE ONLY)

IOCR CP# _____
Local Commission# _____
EEOC# _____

Iowa Office of Civil Rights
6200 Park Ave Ste 100
Des Moines, Iowa 50321-1270

(PLEASE TYPE OR PRINT LEGIBLY)

-----SECTION 1 • COMPLAINANT INFORMATION-----

Your legal name: The Satanic Temple, Inc.
Your preferred name: N/A
Your mailing address: C/O Matt Kezhaya, 150 S. Fifth St., Suite 1850
City: Minneapolis State: MN Zip Code: 55402
Telephone #: 612.276.2216 Email address: matt@kezhaya.law.com
Your date of birth: N/A / ____ / ____
Have you previously filed this complaint with any other federal, state, or local **anti-discrimination** agency? ☐ Yes ☒ No
If yes, what agency? N/A When? N/A

-----SECTION 1 (CONTINUED) • COMPLAINANT INFORMATION-----

Your legal name: _____
Your preferred name: Mortimer Adramelech
Your mailing address: C/O Matt Kezhaya, 150 S. Fifth St., Suite 1850
City: Minneapolis State: MN Zip Code: 55402
Telephone #: 612.276.2216 Email address: matt@kezhaya.law.com
Your date of birth: 9/15/1995
Have you previously filed this complaint with any other federal, state, or local **anti-discrimination** agency? ☐ Yes ☒ No
If yes, what agency? N/A When? N/A

-----SECTION 2 • DISCRIMINATION INFORMATION-----

1. Please indicate the **AREA(S)** in which the discrimination occurred.

- | | | |
|-------------------------------------|--|--------------------------------------|
| ☐ Employment | ☒ Public Accommodation | ☐ Housing |
| ☐ Education | ☐ Credit | ☐ Retaliation |

2. Please indicate the **ACTION(S)** that the organization took against you.

- | | |
|---|--|
| Employment | ☐ Denied Benefits |
| ☐ Demotion | ☐ Discipline |
| ☐ Denied Accommodation | ☐ Failure to Hire |

- ☐ Failure to Promote
- ☐ Failure to Recall
- ☐ Failure to Train
- ☐ Forced to Quit/Retire
- ☐ Harassment
- ☐ Layoff
- ☐ Reduced Hours
- ☐ Reduced Pay
- ☐ Sexual Harassment
- ☐ Suspension
- ☐ Termination
- ☐ Undesirable Assignment/Transfer
- ☐ Unequal Pay

☒ Denied Service

Housing

- ☐ Denied Accommodation or Modification
- ☐ Eviction
- ☐ Failure to Rent
- ☐ Harassment

Education

- ☐ Denied Accommodation
- ☐ Harassment

Credit

- ☐ Denied Accommodation
- ☐ Denied Financial Services/Credit

Public Accommodation

☒ Denied Accommodation

☐ Other: _____

3. Please indicate the **BASIS(ES)** or reasons for the discrimination. There must be at least one basis to establish jurisdiction under the Iowa Civil Rights Act.

a. Do you believe you were discriminated against because of your race (circle one)? Yes **No**

If yes, what is your race? _____

b. Do you believe you were discriminated against because of your skin color? Yes **No**

If yes, what is your skin color? _____

c. Do you believe you were discriminated against because of your national origin? Yes **No**

If yes, what is your national origin? _____

d. Do you believe you were discriminated against because of your sex? Yes **No**

If yes, what is your sex? _____

e. Do you believe you were discriminated against because of your sexual orientation? Yes **No**

If yes, what is your sexual orientation? _____

f. Do you believe you were discriminated against because of your gender identity? Yes **No**

If yes, what gender do you identify as? _____

g. Do you believe you were discriminated against because of a disability? Yes **No**

If yes, what is your real or perceived disability? _____

h. Do you believe you were discriminated against because of your religion or creed? **Yes**
No

If yes, what is your religion or creed? Satanism (The Satanic Temple)

i. Do you believe you were discriminated against because of your pregnancy or pregnancy - related condition? Yes **No**

j. If your complaint involves employment or credit, do you believe you were discriminated against because of your age? Yes **No**

If yes, do you believe you were discriminated because you are older or because you are younger? _____

k. If your complaint involves housing or credit, do you believe you were discriminated against based on your familial status? Yes ☒ No

If yes, how many children live with you? _____

l. If your complaint involves credit, do you believe you were discriminated against based on your marital status? Yes ☒ No

If yes, what is your marital status? _____

m. Do you believe you were retaliated against because you reported discrimination related to a protected basis (see list above) to someone within the organization, filed a complaint with the IOCR, or participated as a witness in an anti-discrimination (see list above) agency proceeding?

☒ Yes No

If yes, what did you report or complain about, and to whom?

First, in 2023, we were the victim of criminal vandalism on the basis of our religion and/or perception of our religion in that an individual destroyed a symbol of our religious faith in the Iowa State Capitol Building. We complained of this incident immediately, which was extensively covered in the media and discussed in more detail below.

Second, on July 12, 2024, we applied to hold a multi-day Reading Marathon of *Paradise Lost*, to be held from September 16 through September 19, 2024. On July 26, IDAS changed its events policy to preclude (a) multi-day events, and (b) limit particular groups to one-event-per-year. Several other groups, both religious and secular, have been provided exceptions to these restrictions. The restrictions were intended and designed to prevent us from holding our multi-day event, or a discretionary exception was unlawfully withheld from us because of our religion. Further, these restrictions were intended to and designed to prevent us from holding our holiday event later in the year. We complained immediately to IDAS.

Finally, we complained of the most recent incident of discrimination on the basis of our religion and/or perception of our religion, that being the denial of our application for a 2024 holiday display described below, directly to Director Steen at IDAS.

State what happened to you as a result of your report or complaint.

Our complaints relating to the destruction of our 2023 holiday display were a basis for the denial of our 2024 application, along with Respondents' prejudiced views about our religion. Specifically, due to our complaints, Respondents conspired to prohibit us from accessing the State Capitol on equal terms to other faiths and secular groups, and during the 2024 holiday season.

Regarding IDAS's change in policy to infringe upon our equal access to the State Capitol Building by prohibiting multi-day events and multiple events by particular groups per year, IDAS did not revert its policy in response to our complaint. Accordingly, and in reliance on this new policy, we cancelled our Reading Marathon event—which IDAS had proposed to approve only for a single day of the requested four—so that we would be able to hold our holiday event later in the year. We have since learned this policy, in addition to being targeted towards us, has not been applied evenly. For example, the Diocese of Des Moines is permitted to hold “pray the rosary” events at the Capitol Building monthly, on every third Sunday, despite the policy limiting each group to one event per year. An archived version of its events calendar is available here: <https://tinyurl.com/yjew88kc>. And a Protestant group prays in the rotunda every Tuesday at noon. The World Food Prize event and an insurance-related group have also been allowed multi-day events or multiple events within one year. We believe other groups are being allowed multi-day or multiple events per year without restriction by IDAS or its one-day-per event, one-event-per-year policy.

Finally, following our complaint of the denial of our 2024 application, despite our attempts to resolve the stated basis for the denial and despite time remaining to accommodate our request to hold an event, Respondents did not provide us any timely response. Having knowledge that their denial of our initial application was baseless and blatant discrimination on the basis of our religion and/or their perception of our religion, Respondents continued to prohibit us from accessing the State Capitol on equal terms to other faiths and beliefs during the 2024 holiday season.

4. What was the date (month/day/year) of the MOST RECENT discriminatory incident?

(REQUIRED): December 14, 2024

5. If Employment is the Area, what is your hire date or application date? N/A

6. Are you still employed by the organization that discriminated against you? ☐ Yes ☐ No

If no, when did your employment end? _____ (month, day, year)

If no, how did your employment end?

☐ Terminated

☐ Voluntary Quit

☐ Forced to Quit/Retire

-----SECTION 3 • RESPONDENT INFORMATION-----

7. What is the full legal name of the organization that discriminated against you?

[This organization will be charged with discrimination and given a copy of your complaint.]

Iowa Department of Administrative Services

Address: 1305 E. Walnut St. 3rd Floor

City: Des Moines County: Polk State: Iowa

Zip Code: 50319 Telephone #: (515) 242 - 5120

8. If the organization listed in #7 has a parent organization or corporate office, list it here.

[This organization will also be charged with discrimination and given a copy of your complaint.]

Address: _____

City: _____ State: _____

Zip Code: _____ Telephone #: (_____) _____ - _____

If more than two respondents, please list additional organization or individual respondents, including name, job title, and address, on an attached piece of paper. The additional organizations/individual respondents will also receive a copy of the complaint.

Please see attached.

9. Provide the address of the location where the discrimination occurred (**REQUIRED**):

Iowa State Capitol, 1007 E. Grand Ave., Des Moines, IA 50319

10. Were you placed by a temporary firm agency at the organization that discriminated against you? [If the answer is yes and you wish to file a complaint against the temporary staffing firm, you will need to file a separate complaint form naming that firm.]

☐ Yes ☐ No

11. If Employment is the Area, indicate approximate number of ALL employees (full-time and part-time) at ALL employer locations nationwide (**REQUIRED**):

☐ 4-14 ☐ 15-19 ☐ 20-100 ☐ 101-200 ☐ 201-500 ☐ 500+

-----**SECTION 3 • RESPONDENT INFORMATION (CONTINUED)**-----

In addition to the Iowa Department of Administrative Services, the organization, Complainant was discriminated against by the following respondents, who should receive a copy of the complaint:

Adam Steen
Director, Iowa Department of Administrative Services
1305 E. Walnut St. 3rd Floor
Des Moines, IA 50319
515.242.5120

Office of the Governor of the State of Iowa
1007 East Grand Avenue #101
Des Moines, IA 50319
515.281.5211

-----SECTION 4 • BRIEF SUMMARY OF ALLEGATIONS-----

Please describe what happened to you. State how you were discriminated against. What happened? When did it happen? Be sure to address each Action you checked on page one and each Basis you addressed on page two. (REQUIRED)

In coordination with the Office of the Governor of the State of Iowa (“IGOV”), the Iowa Department of Administrative Services (“IDAS”), through its Director, Adam Steen, denied our application to hold a holiday display and event in the Iowa Capitol Building Rotunda—both (1) on the basis of our religion and/or their perception of our religion and (2) in retaliation for our prior reports of discrimination. I, Mortimer Adramelech, on my own behalf and as a minister of the Iowa congregation of The Satanic Temple, Inc. (“TST”) bring this action due to the discrimination we and our impacted Iowa congregation have experienced.

One year prior to the most recent discriminatory incident, TST’s Iowa branch was the victim of a well-publicized incident of discriminatory vandalism. In short, our 2023 holiday display at the Iowa State Capitol was destroyed by an individual who unabashedly admitted he did so because of our religion, referring to his actions as “Christian civil disobedience.” This man did so after presidential candidate Ron DeSantis, members of the Iowa legislature, and the Iowa Governor publicly criticized the display. Their statements, reported in the media,¹ demonstrate the anti-Satanic Temple motivation or state of mind of the Respondents. TST and its members were vocal in condemning this incident of discrimination, which drew national attention.

Nevertheless, we refused to be forced into silence or hide our religious convictions because of this incident. We began preparing for the 2024 holiday season and a new event at the State Capitol to celebrate and promote our beliefs on the same terms that other religious organizations in Iowa do every year.

In the meantime, IDAS had already begun taking action to limit our access to the State Capitol. For example, on July 12, 2024, we submitted an application to hold a four-day reading marathon event of *Paradise Lost* by John Milton, a core Satanic religious text. (Exhibit A, pp. 1-2); (Exhibit B, p. 1). While IDAS initially, and preliminarily, added the event to the Capitol Building calendar, on July 26, 2024,

¹ Victoria Reyna-Rodriguez and Noelle Alviz-Gransee, *Iowa lawmaker calls for Gov. Kim Reynolds to remove Satanic Temple’s display from Capitol*, Des Moines Register, Dec. 11, 2023, <https://tinyurl.com/4djmnbftr> (Iowa State Representative Brad Sherman: “[It is] a tortured and twisted interpretation of law that affords Satan . . . religious expression equal to God . . .”); Stephen Gruber-Miller, *Kim Reynolds Calls Iowa Capitol satanic display ‘objectionable,’ encourages Iowans to pray*, Des Moines Register, Dec. 12, 2023, <https://tinyurl.com/mr2v9kh4> (Iowa Governor Kim Reynolds: “I find the Satanic Temple’s display in the Capitol absolutely objectionable.”); Biong M. Biong, *DeSantis lays blame on Trump administration for Satanic Temple display in Iowa Capitol*, Des Moines Register, Dec. 13, 2023, <https://tinyurl.com/45vujm93> (Ron DeSantis: “My view would be that [Satanism is] not a religion that the founding fathers were trying to create.”); Kim Norvell, *Former congressional candidate charged with vandalizing Satanic Temple display at Iowa Capitol*, Des Moines Register, Dec. 15, 2023, <https://tinyurl.com/4u5rh8kh>; Phil Helsel, *Man who destroyed Satanic Temple altar in Iowa charged under hate crime law*, NBC News, Jan. 31, 2024, <https://tinyurl.com/3kjbthbs>; and AP, *Mississippi man who destroyed statue of a pagan idol at Iowa Capitol takes plea deal*, KCCI Des Moines, May 28, 2024, <https://tinyurl.com/33f4ucuk>.

IDAS changed its events policy in two key respects, effective immediately: first, multi-day events were now prohibited, and second, organizations are permitted only one event per calendar year. On July 29, 2024, we received a Memorandum of Understanding for the *Paradise Lost* event, which reflected the new policy and would have approved only the first day of the applied-for four. (Exhibit C, p. 1, § 2). We did not agree to this Memorandum of Understanding, and requested clarification on the impact of the policy change. (Exhibit D, p. 1). We noted that another religious group had already in the 2024 calendar year held a multi-day reading event of a religious text (the “99 County Bible Reading Marathon”), and we asked whether we were being asked to choose between our Reading Marathon and having a holiday display in 2024. (*Id.*). IDAS refused to permit our multi-day event despite having done so for a Christian organization and it confirmed that if we held the (now one-day) event we would be prohibited from an event or display during the holiday season. (*Id.*). We spoke out publicly against this policy change. (Exhibit E, pp. 1-2). Due to the policy that had minimized the event we intended and would have prohibited us from further access to the Capitol Building, we decided to withdraw the application in favor of holding a holiday event.

As noted above, we have since learned this policy has not been enforced evenly and, in particular, has been disregarded to allow Christian religious groups regular access to the Capitol Building multiple times per year.

On October 7, 2024, we properly submitted a Capitol Building Application to hold an event in the 1st Floor Rotunda–East entitled TST Iowa Holiday Display Day (the “Event”) on December 14, 2024. In our application, the Event was described as follows:

TST Iowa’s holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. *Everything will be family-friendly*, and our display will be always attended to by at least one member of our congregation.

(Exhibit F, p. 1). Other non-Satanic, religiously affiliated applications for access to the Capitol Building Rotunda that day included “Christmas Carols by Red Oak Mennonite Youth Group,” “Christmas Chorale” by Jeff Pierick, “Christmas with Iowa Liberty Network,” and “The Molech Monastery Winter Worship.” (Exhibit G, p. 4).

The same day we submitted our application, Suzy Trotter, the Capitol Complex Events Coordinator for IDAS, informed us the Event was added to the Capitol Complex Events Calendar and requested us to complete and submit a Memorandum of Understanding (“MOU”) “with a sketch and / or details of the event.” (Exhibit F, p. 1). We did so and submitted the requested MOU and information on October 21, 2024. (Exhibit F, p. 2); Exhibit H]

On November 4, 2024, not having received a countersigned MOU, we sent an email follow up to Ms. Trotter to inquire as to status and ask a question about chairs for the event. Two days later, Ms. Trotter responded that “the MOU is with leadership.” (Exhibit F, p. 2). We asked for clarification as to whether this meant the agreement had not been signed by IDAS, and were told to expect a response a week later. (Exhibit F, p. 3).

A week passed with no response. On November 13, 2024, we again contacted Ms. Trotter and inquired as to status. (Exhibit F, p. 4).

By this time, those reviewing the application included not only IDAS and its Director, Adam Steen, but also officials at IGOV, who had together already begun coordinating to deny TST Iowa's application. (Exhibit I).

It was not until December 3, 2024, nearly two months after we had submitted our application, that IDAS responded and requested additional information about the event. (Exhibit F, p. 4).

On December 6, 2024, we submitted the requested information, including a finalized song list (*I'll Be Your Mirror* by The Velvet Underground and Nico, *Waiting for the Night* by Depeche Mode, *Lucifer's the Light* by King Dude, and *Saturnalia* by Cauda Pavonis), images of the make-and-take ornaments, coloring pages, and anticipated costumes, further details of the costume contest, and a detailed description of the ritual to be performed (a procession to the display, carrying a veiled, flameless candle, an invocation celebrating the light and the night, the unveiling of the flameless candle, and the conclusion of the ritual). Representative images are included below and in full in the attachments.





(Exhibit F, pp. 5-6); (Exhibit J, p. 1); (Exhibit K, pp. 1-9).

On December 9, Jacob NicholSEN, Chief Operating Officer at IGOV, texted Director Steen and asked whether IDAS had received the additional information “from the group requesting the event on the 14th,” i.e., us. Upon learning that it had, IGOV had Director Steen come to IGOV’s offices “so we could look at the pictures or diagrams or whatever it is they sent and talk through it.” (Exhibit L, p. 1). The next day, Director Steen did so. (Id.). We do not know what exactly was said at this meeting, but we do know that shortly after it (the same morning), IGOV and IDAS began coordinating and drafting a “Legally Appropriate Statement” to share in response to anticipated media requests, called, “Satanic Temple denial statement.” (Exhibit M, pp. 1-10).

That night, Director Steen emailed TST Iowa and stated, “The request for space in the Capitol Rotunda is not approved,” citing the following section of the MOU:

5.15. Additional Limitation. Because the Capitol Complex is often a destination for children (persons under the age of eighteen) learning about their State government, visual displays, sounds, and other actions that are harmful to minors including, but not limited to, obscene materials (as defined in Iowa Code section 728.1(5)), and gratuitous violence or gore are not permitted at the Capitol Complex. “Obscene material” is any material depicting or describing the genitals, sex acts, masturbation, excretory functions or sadomasochistic abuse which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value. “Gratuitous violence or gore” means any depiction of severe bodily injury or blood, organs, or other bodily fluids, which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is

patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value.

(Exhibit N, p. 1) Director Steen did not explain whether or what in the song list, make-and-take ornaments, coloring pages, costume contest, or ritual was determined to be “obscene material” or “gratuitous violence or gore.” We had endeavored at the outset to make clear that this was family friendly event and that there was no obscenity, gratuitous violence, or gore.

We asked Director Steen to explain how the application was evaluated, and whether there was an appeal process or option to modify the Event to resolve IDAS’s concerns. (Exhibit N, pp. 1-2). Director Steen did not respond and we were forced to follow up again. (Exhibit O, p. 1).

On December 11, 2024, Director Steen and IGOV met again for an in-person discussion. (Exhibit P, p. 1). Following this, Director Steen responded to TST Iowa as follows:

The event request is denied as submitted. The *cumulative circumstances* that occur within the State Capitol building, including the presence of minors, *coupled with the anticipation of costumes with sticks used as weapons on children,*^[2] positions the event to be harmful to minors contrary to MOU section 5.15. The evaluation and denial decision rests within my authority as the DAS Director per Administrative Rule 100.4(5).

This constitutes a final agency action.

(Exhibit O, p. 2 (emphases added)). The phrase, “cumulative circumstances,” intentionally obscures any specific rationale for IDAS’s decision. Moreover, and quite obviously, at no time had anybody at TST Iowa proposed to permit or encourage participants in the costume contest to use sticks “as weapons on children.”

We responded as much, stating that any sticks at the Event would be “a traditional costume component and for appearance only,” and were “never intended to be used on anyone.” Still, in an attempt to save the Event, we offered to omit the costume contest entirely and resubmit the application. (Exhibit O, p. 3)]. IDAS simply did not respond to this proposal—despite still another attempt by us, on December 12, to follow up. (*Id.*).

The scheduled day of the Event came and passed. At least one other religious event took place inside the State Capitol on that day.

Through counsel, we made a final attempt to resolve the issue and allow for the Event without litigation. (Exhibit Q, p. 1). TST’s counsel informed Director Steen and IDAS that their actions were in violation of our constitutional rights and requested that the Event be rescheduled to Saturday,

² This shocking assertion is one Director Steen appears to have determined based on his own research of unknown external sources on the central European legend of Krampus, who, in contrast to St. Nicholas (who “rewards nice children by leaving presents”), “beats those who are naughty with branches and sticks.” Britannica, *Krampus*,

[https://www.britannica.com/topic/](https://www.britannica.com/topic/Krampus)

[Krampus](https://www.britannica.com/topic/Krampus) (last updated Feb. 4, 2025). Yet, Krampus, which also represents duality, has newfound popularity “as a rejection of the consumerism surrounding the season,” and celebrates the historical supernatural elements to the solstice season, allowing us to “give some thought to the traditions of the past and what they mean to us today.” Peter Larson, *The Naughty List: Krampus, Other Dark Characters as Holiday Traditions*, University of Central Florida, Dec. 5, 2024, <https://tinyurl.com/3u73p5nz>.

December 21, or an appropriate alternative date. (*Id.*, pp. 2-3). There was no response, which itself is a continued denial notwithstanding our outstanding offer to omit the costume contest and thus resolve the stated basis for the denial.

Director Steen, IDAS, and IGOV's decision to deny the application was based on our religious beliefs and/or their perception of our religious beliefs. The Event as-planned was not, by any objective measure, "harmful to minors" under IDAS's own definition in section 5.15 of the MOU. IDAS used this provision—justifying it with the absurd, unfounded concern of hitting children with sticks and falling back on a "cumulative circumstances" catch-all—as a pretext for discrimination against our religion. The simple truth is the State of Iowa does not want to allow Satanists to enjoy the same access to the Iowa State Capitol as other "mainstream" religions, in particular Christianity, and in particular during the Christmas holiday season.

This is evidenced by the justification on which they relied, which was incorrect and which we fully clarified and disavowed. It is further evidenced by the Respondents' delays in processing the Event application and communicating with us. To summarize, TST Iowa submitted its application on October 7, months in advance. We completed all requested forms and provided supplementary information and materials on October 21. With no response, we followed up to check on the status of our application on November 4 and again on November 12. It was not until December 3, mere weeks prior to the planned Event-date, that IDAS requested still more information about the Event, which we provided immediately, and then not until December 10, days prior to the planned Event-date, that IDAS issued its summary denial. All our attempts to resolve the purported concerns were ignored. And all during this time, Respondents were working together—not to find a way to accommodate our request to access the State Capitol on equal terms—but to prepare media statements about the denial. This timeline indicates that Respondents never intended to consider our application seriously or fairly, but instead always intended to deny it.

The timeline also indicates that Respondents intentionally delayed in communicating their decision to us, in contrast to a more typical timeline to process other event applications for individuals and groups associated with, or perceived to be associated with, non-Satanic religions. They did so because it left us scrambling to try and appease their concerns by modifying the Event at the last minute and excused them the embarrassment of drawn-out publicity concerning their unwarranted cancellation and their ongoing refusal to engage with us on the Event. By delaying, they were able to ignore us and refuse to entertain our offers to, for example, omit the costume contest and reschedule. In part through this delay, Respondents were able to prevent the Event entirely and deprive us of equal access to the Capitol during the 2024 holiday season.

In addition to the discriminatory beliefs they hold about us, we believe Respondents would never have accepted an application in any form from us in retaliation for our just criticism of their actions last year. In the 2023 holiday season, they failed to defend our constitutional rights and respond forcefully against calls for the removal of our religious display; to the contrary, they instead shared their personal views opposing our religion. This failure then emboldened an individual to destroy our symbol of faith. They did not stop this from happening and they did not speak out against it after it occurred. We objected, and in response, they determined they would not allow us to access the State Capitol on equal terms again.

We believe this discrimination on the basis of our actual and perceived religion, and retaliation, violated our rights under the Iowa Civil Rights Act.

I certify under penalty of perjury and pursuant to the laws of the State of Iowa and the laws of the United States of America that the preceding charge is true and correct.

X Mortimer Adramelech 6/9/2025
Signature of Complainant (REQUIRED) Date

It is not necessary that you provide any additional documentation at this time. Be aware that any additional documentation provided with your complaint form will be sent out to all named parties along with this form. An opportunity to provide additional documentation will be given at a later time if/when the complaint is accepted by the IOCR. Any submitted additional documentation/narration of more than five pages may result in a delay in the processing of your complaint.

IOWA OFFICE OF CIVIL RIGHTS

Contact Information

Note: This information will NOT be given out to anybody.
It is for IOCR use only.

Your Name: Mortimer Adramelech

Contact Person

Please provide the name and telephone number of a relative or friend who will always know where you can be reached. Your "Contact Person" should be someone who does not live with you.

Name: ACLU of Iowa, ATTN: Rita Bettis Austen, Shefali Aurora, and Thomas Story, counsel

Mailing Address: 505 Fifth Ave., Ste. 808

City: Des Moines

State: IA

Zip Code: 50309

Telephone #: (home) _____

(work) (515) 207-0567

(cell) _____

E-mail: rita.bettis@aclu-ia.org; Shefali.aurora@aclu-ia.org; Thomas.story@aclu-ia.org

☒ Please check box if the above listed Contact Person is Complainant's attorney and is representing the Complainant before the IOCR. Please be sure to include firm name if applicable.

IOWA OFFICE OF CIVIL RIGHTS

Authorization Release Form

I hereby authorize anyone possessing medical, education, personnel, income, credit, or any other information necessary for a full and complete investigation, mediation, or conciliation of my complaint to furnish such information to the Iowa Office of Civil Rights and any other anti-discrimination agency.

I hereby release anyone so authorized, the Iowa Office of Civil Rights, and any other anti-discrimination agency from all liability for any damages whatsoever in furnishing and obtaining such information.

Name: Mortimer Adramelech

Signature: Mortimer Adramelech Date: 6/9/2025

EXHIBIT A



Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>

Capitol Building Application - ACB331 - Satanic Temple "Paradise Lost" Reading Marathon - 9/16/2024

1 message

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Fri, Jul 12, 2024 at 10:13 PM

Reply-To: capitol.complex.events@iowa.gov

To: mortimer.adramelech@thesatanictemple.org

Cc: toki.leonard@thesatanictemple.org

Mortimer Adramelech,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB331

Date of Form Submission: 7/12/2024 22:13:32

Form Submission Values:

Representative's Name: Mortimer Adramelech

Address: [REDACTED]

City: [REDACTED]

State: Iowa

Zip Code: [REDACTED]

Email Address: mortimer.adramelech@thesatanictemple.org

Primary Phone: [REDACTED]

Name (Alternate): Toki Leonard

Email Address (Alternate): toki.leonard@thesatanictemple.org

Primary Phone (Alternate):

Sponsor: The Satanic Temple of Iowa

Address (Sponsor):

City (Sponsor):

State (Sponsor): Iowa

Zip Code (Sponsor):

Location: 1st Floor Rotunda - North

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Satanic Temple "Paradise Lost" Reading Marathon

Web Page With Event Information:

Event Detail: Supplies:

- Various editions of Paradise Lost by John Milton, with illustrations, to be displayed upon bookstands during reading
- Camera for livestream.
- Fold out table.
- Fold out chairs—provided by the Capitol complex
- TST Iowa and TST Flags.
- Bottled water
- Large framed photos of Paradise Lost illustrations from William Blake or Gustave Dore.
- Pamphlets, or small print-outs that have a list of the 7 Tenets and a link to the official TST website, available for curious onlookers.

Setup should take roughly 15 minutes, and then we will read the entirety of the epic poem "Paradise Lost" by John Milton. This event should last between three to four days, depending on the speed of readers and breaks. Takedown should take roughly 15 minutes

Event Date: 9/16/2024

Start Time: 8:30:00 AM

End Time: 4:30:00 PM

Does your event continue across multiple meeting times?: Yes

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2nd Event Date: 9/17/2024
2nd Start Time: 8:30:00 AM
2nd End Time: 4:30:00 PM
3rd Event Date: 9/18/2024
3rd Start Time: 8:30:00 AM
3rd End Time: 4:30:00 PM
4th Event Date: 9/19/2024
4th Start Time: 8:30:00 AM
4th End Time: 4:30:00 PM

EXHIBIT B

This September at the Iowa State Capitol Building Complex:
**The Satanic Temple Iowa's
"Paradise Lost" Reading Marathon**

FOR IMMEDIATE RELEASE



The Satanic Temple of Iowa is excited to share a core Satanic religious text with fellow Iowans!

Join us in the rotunda of the Iowa State Capitol building starting September 16th, 2024 as we read John Milton's "Paradise Lost" (1667) from start to finish.

We would like to thank the Iowa 99 County Bible Reading Marathon as well as our governor Kim Reynolds, and former governor Terry Brandstadt, who have signed annual proclamations encouraging Iowans to read the Bible from start to finish at our state capitol building and all 99 county courthouses in the great state of Iowa.

Paradise Lost is an epic poem that has been pivotal in imbuing the figure of Satan with enlightenment-era values in Romantic literature, the religion of Satanism, and popular culture.

We are hopeful that this event will encourage Iowans to engage in respectful dialog about religious liberty, plurality, and the importance of diverse perspectives.



Mortimer Adramelech
Minister of Satan
The Satanic Temple Iowa

EXHIBIT C

RECEIVED BY IOCR 05/19/2026



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
ADAM GREGG, LT. GOVERNOR

ADAM STEEN, DIRECTOR

**Memorandum of Understanding
Between
The Satanic Temple of Iowa
And
The Iowa Department of Administrative Services
For
Satanic Temple “Paradise Lost” Reading Marathon**

1. **Purpose.** The purpose of this Memorandum of Understanding (“MOU”) is to set forth the terms and conditions of the agreement between the Iowa Department of Administrative Services (“DAS”) and The Satanic Temple of Iowa (“Event Requestor”) for the Satanic Temple “Paradise Lost” Reading Marathon (“Event”). Event Requestor manages, operates, controls, and hosts the Event. Event Requestor will be allowed the non-exclusive use to host the Event in the designated Event Area for the Duration of this MOU subject to the terms and conditions therein.
 - 1.1. **Exemption.** State agencies (as defined in Iowa Code section 669.2(5)) acting in an official capacity and the World Food Prize whose primary location for the annual ceremony is the Capitol Complex (Iowa Code section 15.368) are exempt from time and place restrictions except as otherwise required by law or imposed within the sole discretion of DAS.
2. **Duration.** This MOU exclusively pertains to the Monday, September 16, 2024, Event. Event requests shall be received at least 30 calendar days prior to the event date. Event Requestor is approved for the use of the designated Event Area on Monday, September 16, 2024; beginning at 8:30 a.m. until 4:30 p.m. An Event may not exceed 1 day. An Event Requester, including any affiliate, conduit, designee, partner, or subunit, may not hold more than one event per calendar year.
3. **Event Area.** North section of the 1st Floor Rotunda in the Iowa State Capitol Building on the Capitol Complex in Des Moines, IA. DAS will make the Event Area available in accordance with the terms of this MOU.
 - 3.1. **Site Map.** The Event Area will be restricted to the area identified on Exhibit A (“Site Map”). Site map identifies the perimeter of the Event Area and the location of equipment or displays for the Event. The Event Requestor is responsible for demarcating the Event Area and, if required by DAS, obtain and erect barriers as set forth on the Site Map. Event Requestor shall not conduct the Event at any other location on the Capitol Complex without written approval from DAS.
 - 3.2. **Relocating/Rescheduling of Event.** In the event DAS has to restrict the usage of the Event Area agreed upon in this MOU for any reason, DAS will work in good faith with the Event Requestor to locate an alternative location and/or date on the Capitol Complex. DAS only anticipates this occurring due to unforeseen or extraordinary circumstances.
 - 3.3. **Compliance with Laws.** Event Requestor agrees to comply with all applicable laws in its use of the Event Area including, but not limited to, provisions of the Iowa Code and DAS’s administrative rules governing use of the Capitol Complex.
4. **Charges, Insurance, Indemnification.** Event Requestor is exclusively responsible for financing the Event.
 - 4.1. **Costs to Access.** Event Requestor may conduct the Event within the Event Area without rent or charge.
 - 4.2. **Vendor Services.** Event Requestor will be solely responsible for all expenses and costs charged by vendors. Event Requestor will pay all vendors directly.
 - 4.3. **Liability.** Pursuant to the requirements set forth in Iowa Administrative Code rule 11—100.4(6), Event Requestor acknowledges responsibility and is responsible for any damages occurring during the Event and agrees to reimburse the State of Iowa and the Iowa Department of Administrative Services for such damage to state property, services provided by or through DAS to support the Event, and necessary clean-up after Event Requestor departs the Capitol Complex. Any billing from DAS submitted to Event Requestor shall be paid in full within thirty (30) days of receipt.
 - 4.4. **Indemnification.** Event Requestor agrees to be fully responsible for and/or indemnify and hold harmless the State of Iowa, the Iowa Department of Administrative Services, and all of their agents and employees from any and all claims, liabilities, damages, settlements, judgments, costs, and expenses directly or indirectly caused by, related to, or arising from Event Requestor’s access, parking, and conducting business under this MOU.

EXHIBIT D



Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>

Regarding the MOU for TST IA's Paradise Lost

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Mortimer Adramelech <mortimer.adramelech@thesatanictemple.org>
Cc: Toki Leonard <toki.leonard@thesatanictemple.org>

Thu, Aug 22, 2024 at 9:54 AM

The answers to your questions are below.

Q: When was this change added to the memorandum of understanding?

A: The Memorandum of Understanding was revised and published on July 26, 2024.

Q: In January 2024, the 99 County Bible Reading Marathon took place over multiple days. Since that event took place this year, doesn't that set a precedent to allow our event to continue over multiple dates, as we originally requested?

A: No.

Q: How will this change impact plans for holiday displays this coming December? If events are restricted to a single day, would all holiday displays only be allowed to stand for a day?

A: Displays are considered an event.

Q: Are we being asked to choose between the Paradise Lost reading marathon or having a holiday display for 2024? Will there still be holiday displays at the capitol?

A: Event Requestor, including any affiliate, conduit, designee, partner, or subunit, may not hold more than one event per calendar year.

Q: How does the Capitol building complex define a year? Is a year defined as January 1st through December 31st, or are there other metrics factored in?

A: A calendar year begins on January 1 and ends on December 31.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



[Quoted text hidden]

EXHIBIT E

The Satanic Temple Iowa's Statement on:

Policy Changes at the Iowa State Capitol Building Complex

FOR IMMEDIATE RELEASE



The Satanic Temple of Iowa is disappointed to learn that the Iowa state government would rather deny homeless veterans access to support than allow us to read a poem at the Iowa State Capitol Building.

The Satanic Temple of Iowa originally had plans to hold a multi-day event at the Iowa State Capitol building starting September 16th, 2024 to engage in a reading marathon of John Milton's epic poem "Paradise Lost" (1667), a historic text of significant importance to the development of Satanism as a religion.

Two weeks after our application to hold a reading marathon event at our beautiful state capitol was submitted, the Capitol Building Complex changed their policies on events. As of July 26th of this year, multi-day events are banned at the Iowa State Capitol, and all organizations are only allowed to hold one event per calendar year.

According to local newsource KCCI, "Organizers of an annual, three-day resource fair aiming to assist people, especially veterans, experiencing homelessness in the Des Moines area may cancel the event after a state policy change denied the group venue access."

Source: <https://tinyurl.com/gov-reynolds-harms-veterans>

The Satanic Temple of Iowa would like to express our support to Iowa's unhoused population who have been unfairly targeted by this policy change, which we believe occurred due to the Iowa state government's unwillingness to respect diverse perspectives and religious freedom.

If you have been looking forward to our "Paradise Lost" Reading Marathon, there is no need to worry—our event is still happening, and we will be announcing a change in venue soon. We are excited to share a core religious text of Satanism with our fellow Iowans, and are happy to continue to encourage our local community to engage in respectful dialog about religious liberty, plurality, and the importance of diverse perspectives.

We are still hopeful that Governor Kim Reynolds will sign the proclamation that we have submitted in support of this event. Iowa State Governor Kim Reynolds annually signs proclamations encouraging all Iowans to read the Bible from start to finish at each of the 99 county courthouses in our state and at our state capitol building—a task that was completed at the rotunda of the Iowa State Capitol building complex in January of this year.



Mortimer Adramelech

Minister of Satan

The Satanic Temple Iowa

mortimer.adramelech@thesatanictemple.org

EXHIBIT F



Capitol Building Application - ACB365 - TST Iowa Holiday Display Day - 12/14/2024

15 messages

<donotreplycontactus@iowa.gov>
Reply-to: capitol.complex.events@iowa.gov
To: jordannebeach@gmail.com
Cc: mortimer.adramelech@thesatanictemple.org

Mon, Oct 7, 2024 at 1:04 AM

Jordanne Beach,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB365

Date of Form Submission: 10/7/2024 1:04:26

Form Submission Values:

Representative's Name: Jordanne Beach

Address: 355 31st St Dr SE

City: Cedar Rapids

State: Iowa

Zip Code: 52403

Email Address: jordannebeach@gmail.com

Phone Number: 515-306-4015

Name (On-site): Mortimer Adramelech

Email Address (On-site): mortimer.adramelech@thesatanictemple.org

Phone Number (On-site): 515-718-3228

Event Requestor: The Satanic Temple Iowa

Address (Requestor):

City (Requestor):

State (Requestor): Iowa

Zip Code (Requestor):

Location: 1st Floor Rotunda - East

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: TST Iowa Holiday Display Day

Web Page With Event Information:

Event Detail: TST Iowa's holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. Everything will be family-friendly, and our display will be attended to by at least one member of our congregation at all times.

Event Date: 12/14/2024

Start Time: 8:00:00 AM

End Time: 4:00:00 PM

Jordanne Beach <jordannebeach@gmail.com>

Mon, Oct 7, 2024 at 1:20 AM

To: mortimeradramelech@gmail.com, toki.leonard@thesatanictemple.org <toki.leonard@thesatanictemple.org>

[Quoted text hidden]

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Mon, Oct 7, 2024 at 3:54 PM

To: jordannebeach@gmail.com

Cc: mortimer.adramelech@thesatanictemple.org

Jordan, your request was added to the [Capitol Complex Events Calendar](#). Attached is the Memorandum of Understanding to be completed and emailed back to our office at [capitol.complex.events@iowa.gov](#) along with a photo with the dimensions of the display for approval.

Complete Exhibit A of the MOU with a sketch and / or details of the event set up including the location of equipment such as tables, chairs, banners, displays, podium, crowd, etc. Feel free to add timeline including the set up, event start / stop, and the teardown.

RECEIVED BY IOCR 05/19/2026

You are welcome to contact our office with any questions regarding this agreement.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



[Quoted text hidden]

Jordanne Beach <jordannebeach@gmail.com>
To: Capitol Complex, Events <capitol.complex.events@iowa.gov>
Cc: mortimer.adramelech@thesatanictemple.org

Mon, Oct 21, 2024 at 10:55 PM

Good evening, Suzy -

Thank you for adding our event to the Capitol events calendar.

Please find attached the following items:

- Signed MOU
- Holiday Display Mockup
- Event Itinerary

We bring our own table(s) but would like to borrow some chairs if possible. Please let us know if there's anything needed for this.

Please let us know if you have any questions, or if any clarification or details are needed.

Best regards,
Jordanne Beach

[Quoted text hidden]

Jordanne Beach <jordannebeach@gmail.com>
To: Capitol Complex, Events <capitol.complex.events@iowa.gov>
Cc: mortimer.adramelech@thesatanictemple.org

Mon, Nov 4, 2024 at 11:01 AM

Good morning, Suzy -

Just checking back in about things. Have you had a chance to review the signed MOU, display mockup, and event itinerary sent on 10/21?

Would we be able to borrow chairs from the Capitol? Are there any questions or clarification needed for our event?

Best regards,
Jordanne Beach

[Quoted text hidden]

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Jordanne Beach <jordannebeach@gmail.com>
Cc: mortimer.adramelech@thesatanictemple.org

Wed, Nov 6, 2024 at 1:53 PM

RECEIVED BY IOCR 05/19/2026

RECEIVED BY IOCR 05/19/2026

Jordanne, we received your documents and the MOU is with leadership.

Tables and chairs - we do have a ~20 plastic folding tables of various sizes and ~150 padded metal folding chairs on rolling storage racks near the Grand Staircase. Groups set up what they need according to the agreement and return what was used at the conclusion of their event - everyone is self sufficient. However, if you would like, groups are welcome to bring in their own tables or work with vendors of their choice to provide tables and chairs / set up services as long as the services are during the time of the agreement and not disruptive to another group hosting an event.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



[Quoted text hidden]

Jordanne Beach <jordannebeach@gmail.com>
To: Capitol Complex, Events <capitol.complex.events@iowa.gov>
Cc: mortimer.adramelech@thesatanictemple.org

Wed, Nov 6, 2024 at 2:11 PM

Thank you for your response, Suzy.

Since the MOU is currently with leadership, does that mean it has not been signed by Iowa DAS? What would we be able to expect next?

Best regards,
Jordanne Beach

[Quoted text hidden]

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Jordanne Beach <jordannebeach@gmail.com>
Cc: mortimer.adramelech@thesatanictemple.org

Wed, Nov 6, 2024 at 2:28 PM

Our signor is out of the office and expected to return next week.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



[Quoted text hidden]

RECEIVED BY IOCR 05/19/2026

Jordanne Beach <jordannebeach@gmail.com>
 To: Capitol Complex, Events <capitol.complex.events@iowa.gov>
 Cc: mortimer.adramelech@thesatanictemple.org

Wed, Nov 13, 2024 at 9:59 AM

Good morning, Suzy -

Thank you again for coordinating.
 Has your signor had the chance to review our paperwork for the 12/14 event? Please let us know if there's any additional clarification needed or questions.

Best regards,
 Jordanne Beach

[Quoted text hidden]

Capitol Complex, Events <capitol.complex.events@iowa.gov>

Tue, Dec 3, 2024 at 2:58 PM

To: Jordanne Beach <jordannebeach@gmail.com>
 Cc: mortimer.adramelech@thesatanictemple.org

Hello Jordanne, we are requesting The Satanic Temple Iowa to provide additional information specific to the 12/14/2024, TST Iowa Holiday Display Day event.

1. The finalized song list / Satanic Holiday Carols during the event.
2. Images of the make & take ornaments.
3. Images of the coloring pages.
4. Images of the anticipated costumes.
5. Details of the costume contest.
6. Detailed description of the ritual.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



[Quoted text hidden]

Jordanne Beach <jordannebeach@gmail.com>
 To: Capitol Complex, Events <capitol.complex.events@iowa.gov>
 Cc: mortimer.adramelech@thesatanictemple.org

Tue, Dec 3, 2024 at 10:35 PM

Thank you, Suzy - we aim to submit the requested info by the end of the week.

I do have some questions about an unrelated event scheduled for the same day. (Please see the attached image)

1 - It advertises that it will take place inside the Iowa State Capitol on Dec 14th. Was an application submitted for the patriotic catholics event?

2 - Re: the second item in the image, specifically "Regularly scheduled rosary every 3rd Sunday of the month". Is this out of compliance with the restriction to one event per calendar year for each organization?

Best regards,

RECEIVED BY IOCR 05/19/2026

Jordanne
[Quoted text hidden]

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Jordanne Beach <jordannebeach@gmail.com>
Cc: mortimer.adramelech@thesatanictemple.org

Wed, Dec 4, 2024 at 8:59 AM

Response to your questions submitted on 12/3/2024.

- 1 - No.
- 2 - We have not received an application.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



[Quoted text hidden]

Capitol Complex, Events <capitol.complex.events@iowa.gov>
To: Jordanne Beach <jordannebeach@gmail.com>
Cc: mortimer.adramelech@thesatanictemple.org

Fri, Dec 6, 2024 at 2:15 PM

Hello Jordanne, as a reminder, please submit the images and details requested below to determine approval.

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

capitol.complex.events@iowa.gov

<https://das.iowa.gov>



[Quoted text hidden]

Jordanne Beach <jordannebeach@gmail.com>
To: Capitol Complex, Events <capitol.complex.events@iowa.gov>
Cc: mortimer.adramelech@thesatanictemple.org

Fri, Dec 6, 2024 at 4:06 PM

- 1 - The finalized song list / Satanic Holiday Carols during the event.
I'll Be Your Mirror-The Velvet Underground and Nico
Waiting for the Night-Depeche Mode
Lucifer's the Light-King Dude

Saturnalia-Cauda Pavonis

2 - Images of the make & take ornaments.
Please see the attachments.

3 - Images of the coloring pages.
Please see the attachments.

4 - Images of the anticipated costumes.
Please see the attachments.

5 - Details of the costume contest.
Participants will present their costumes for the audience to vote on. We will have 1st, 2nd, and 3rd place prizes.

6 - Detailed description of the ritual.
Ritual participants will form a procession to the display.
One will carry a veiled infinity candle (this is a flameless LED candle).
The ritual leader will give the invocation, celebrating both the light and the night.
The infinity candle is unveiled.
The ritual is concluded.

I have also included the finalized itinerary, and a Google Drive link to the images in case the attachments don't work.

Link: <https://drive.google.com/drive/folders/1N5PBfgzeC1st3GrqVIZy7DJ0vryQYaMW>

 **TSTIA 2024 Holiday Display Event Itinerary**

Please let us know if you have any additional questions.

Best regards,
Jordanne

[Quoted text hidden]

Jordanne Beach <jordannebeach@gmail.com>
To: Capitol Complex, Events <capitol.complex.events@iowa.gov>
Cc: mortimer.adramelech@thesatanictemple.org

Mon, Dec 9, 2024 at 9:51 AM

Good morning, Suzy -

Please find attached 2 more images.

If any of the information previously sent isn't viewable please let me know.

Best Regards,
Jordanne

[Quoted text hidden]

EXHIBIT G

Document ID: 0.7.441.5021

From: Steen, Adam <adam.steen@iowa.gov> on
behalf of Steen, Adam <adam.steen@iowa.gov>
<adam.steen@iowa.gov>
To: Nathan Reckman
<nathan.reckman@iowa.gov>
Cc:
Bcc:
Subject: Fwd: Event Documents
Date: Mon Dec 09 2024 16:40:49 CST
Attachments: 2024.12.14 Scheduled and Anticipated Groups in the Rotunda.pdf
2024.12.14 The Satanic Temple Iowa Event Details.pdf

Adam Steen

Director

Iowa Department of Administrative Services

1305 E. Walnut Street, Des Moines, IA 50319

515-720-6176 mobile

adam.steen@iowa.gov<mailto:adam.steen@iowa.gov>

<https://das.iowa.gov><<https://das.iowa.gov>/>

[https://lh7-us.googleusercontent.com/iFGUJjgvqkvbbYFi3ubVwBy8cLI_Gwl5iNqpGY64Un1gkCAje3pz-iKe1qmdZJufFMOvQUqf58gFce4wbV5e04gfse2aATpfwtUIH9Okm2-7P6E9BhoFWtE2uh9iHZd0GuSUu4nK_Qf3XlxH-yEI3Q]

----- Forwarded message -----

From: Trotter, Suzy <suzy.trotter@iowa.gov<mailto:suzy.trotter@iowa.gov>>
Date: Mon, Dec 9, 2024 at 11:34AM
Subject: Event Documents
To: Adam Steen <adam.steen@iowa.gov<mailto:adam.steen@iowa.gov>>
Cc: Cross, Charlee <charlee.cross@iowa.gov<mailto:charlee.cross@iowa.gov>>

Suzy Trotter

Capitol Complex Events Coordinator

General Services Enterprise

Iowa Department of Administrative Services

109 S.E. 13th St., Des Moines, IA 50319

515-281-7259 Office

515-631-9247 Mobile

suzy.trotter@iowa.gov<mailto:suzy.trotter@iowa.gov>

<https://das.iowa.gov><<https://das.iowa.gov/>>

[https://lh7-us.googleusercontent.com/hgKdGuWyXTx-UM2t_cyQCCRdLx1_Arig6vB2MZKcJjDRzgoCk_9W04bZTFdN93K5KvowySauc6g4pgyqdcXxhZq1iAhoEmiioWdy-4_j086_pdP8oa9iTGelj87PKJ1ruwOKMTddVVzq77kSgZK3yco]

Document ID: 0.7.441.5021-000001

Owner: Steen, Adam <adam.steen@iowa.gov> on behalf of Steen, Adam <adam.steen@iowa.gov> <adam.steen@iowa.gov>

Filename: 2024.12.14 Scheduled and Anticipated Groups in the Rotunda.pdf

Last Modified: Mon Dec 09 16:40:49 CST 2024

RECEIVED BY IOCR 05/19/2026

Anticipated Groups in the Rotunda on December 14, 2024**Application submitted**

- The Satanic Temple Iowa
8:00a – 4:00p, east section
Display and activities

Applications submitted and denied due to 30-day notice

- Red Oak Mennonite Youth Group
2:00p – 3:00p, all four sections
Acapella Christmas Carols
- Jeff Pierick
12:30p – 2:00p, west section
Christmas Chorale with electronic keyboard possibly a remote microphone
- Iowa Liberty Network
8:30a – 4:00p, west section
St. Michael Display and group prayer
- The Molech Monastery
8:00a – 4:00p, west section
TMM Winter Worship

No application submitted for social media advertised event

- Patriotic Catholics
12:30p – unknown time, simply states the event will be inside the Capitol
Praying and music

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB365 - TST Iowa Holiday Display Day - 12/14/2024

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Mon, Oct 7, 2024 at 1:04 AM

Reply-To: capitol.complex.events@iowa.gov

To: jordannebeach@gmail.com

Cc: mortimer.adramelech@thesatanictemple.org

Jordanne Beach,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB365

Date of Form Submission: 10/7/2024 1:04:26

Form Submission Values:

Representative's Name: Jordanne Beach

Address: 355 31st St Dr SE

City: Cedar Rapids

State: Iowa

Zip Code: 52403

Email Address: jordannebeach@gmail.com

Phone Number: 515-306-4015

Name (On-site): Mortimer Adramelech

Email Address (On-site): mortimer.adramelech@thesatanictemple.org

Phone Number (On-site): 515-718-3228

Event Requestor: The Satanic Temple Iowa

Address (Requestor):

City (Requestor):

State (Requestor): Iowa

Zip Code (Requestor):

Location: 1st Floor Rotunda - East

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: TST Iowa Holiday Display Day

Web Page With Event Information:

Event Detail: TST Iowa's holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. Everything will be family-friendly, and our display will be attended to by at least one member of our congregation at all times.

Event Date: 12/14/2024

Start Time: 8:00:00 AM

End Time: 4:00:00 PM

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB385 - Christmas Carols by Red Oak Mennonite Youth Group - 12/14/2024

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Thu, Nov 21, 2024 at 11:22 AM

Reply-To: capitol.complex.events@iowa.gov

To: kayleeanneesau@gmail.com

Cc: kayleeanneesau@gmail.com

Kaylee Unruh,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB385

Date of Form Submission: 11/21/2024 11:22:12

Form Submission Values:

Representative's Name: Kaylee Unruh

Address: 8 Shaun Circle

City: Red Oak

State: Iowa

Zip Code: 51566

Email Address: kayleeanneesau@gmail.com

Phone Number: 712-789-9214

Name (On-site): Kaylee Unruh

Email Address (On-site): kayleeanneesau@gmail.com

Phone Number (On-site): 712-789-9214

Event Requestor:

Address (Requestor):

City (Requestor):

State (Requestor):

Zip Code (Requestor):

Location: 1st Floor Rotunda - East, North, West, South

Expected Attendance: 25 or less

Catering Equipment and Outdoor Cooking: Neither

Event Title: Christmas Carols by Red Oak Mennonite Youth Group

Web Page With Event Information:

Event Detail: acapella caroling

Event Date: 12/14/2024

Start Time: 2:00:00 PM

End Time: 3:00:00 PM

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB388 - Christmas Chorale - 12/14/2024

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Tue, Dec 3, 2024 at 11:59 AM

Reply-To: capitol.complex.events@iowa.gov

To: jeffpierick3115@gmail.com

Cc: jeffpierick3115@gmail.com

Jeff Pierick,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB388

Date of Form Submission: 12/3/2024 11:59:50

Form Submission Values:

Representative's Name: Jeff Pierick

Address: 3115 SW 31st. Place

City: Des Moines

State: Iowa

Zip Code: 50321

Email Address: jeffpierick3115@gmail.com

Phone Number: 515-778-6087

Name (On-site): Jeff Pierick

Email Address (On-site): jeffpierick3115@gmail.com

Phone Number (On-site): 515-778-6087

Event Requestor: Jeff Pierick (not an organization or agency)

Address (Requestor): 3115SW 31st Place

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50321

Location: 1st Floor Rotunda - West

Expected Attendance: 101 - 500

Catering Equipment and Outdoor Cooking: Neither

Event Title: Christmas Chorale

Web Page With Event Information: Paper flyer no web page - word of mouth

Event Detail: Electronic Keyboard possibly a remote microphone

Event Date: 12/14/2024

Start Time: 12:30:00 PM

End Time: 2:00:00 PM

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB391 - Christmas with Iowa Liberty Network - 12/14/2024

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Wed, Dec 4, 2024 at 5:18 PM

Reply-To: capitol.complex.events@iowa.gov

To: barb@claytoncompany.net

Cc: bgsherm@gmail.com

Barb Clayton,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB391

Date of Form Submission: 12/4/2024 17:18:00

Form Submission Values:

Representative's Name: Barb Clayton

Address: 13265 253rd Ave

City: Spirit Lake

State: Iowa

Zip Code: 51360

Email Address: barb@claytoncompany.net

Phone Number: 712-330-1288

Name (On-site): Brad Sherman

Email Address (On-site): bgsherm@gmail.com

Phone Number (On-site): 319-331-6019

Event Requestor: Iowa Liberty Network

Address (Requestor): P.O. Box 352

City (Requestor): LeMars

State (Requestor): Iowa

Zip Code (Requestor): 51031

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: Christmas with Iowa Liberty Network

Web Page With Event Information: None

Event Detail: We will be putting up a one-day display of St. Michael and praying.

Event Date: 12/14/2024

Start Time: 8:30:00 AM

End Time: 4:00:00 PM

RECEIVED BY IOCR 05/19/2026



Capitol Complex, Events <capitol.complex.events@iowa.gov>

Capitol Building Application - ACB394 - TMM Winter Worship - 12/14/2024

donotreplycontactus@iowa.gov <donotreplycontactus@iowa.gov>

Thu, Dec 5, 2024 at 7:37 PM

Reply-To: capitol.complex.events@iowa.gov

To: Michaeltpike@msn.com

Cc: Michaeltpike@msn.com

Mike Pike,

The following request was submitted on the Capitol Building Application Form.

Application Number: ACB394

Date of Form Submission: 12/5/2024 19:36:56

Form Submission Values:

Representative's Name: Mike Pike

Address: 3922 E 27th Street

City: Des Moines

State: Iowa

Zip Code: 50317

Email Address: Michaeltpike@msn.com

Phone Number: 515-770-3550

Name (On-site): Mike Pike

Email Address (On-site): Michaeltpike@msn.com

Phone Number (On-site): 515-770-3550

Event Requestor: The Molech Monastery

Address (Requestor): 3922 E 27th Street

City (Requestor): Des Moines

State (Requestor): Iowa

Zip Code (Requestor): 50317

Location: 1st Floor Rotunda - West

Expected Attendance: 26 - 100

Catering Equipment and Outdoor Cooking: Neither

Event Title: TMM Winter Worship

Web Page With Event Information: None

Event Detail: Minimalistic display requiring little setup consisting of one single cross approximately 5' tall. Setup 30 minutes prior and tear down immediately following. No other actions.

Event Date: 12/14/2024

Start Time: 8:00:00 AM

End Time: 4:00:00 PM

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PATRIOTIC CATHOLICS

IN RESPONSE TO THE SATANIC TEMPLE'S DISPLAY IN
IOWA'S CAPITOL BUILDING ON DECEMBER 14,
LET'S JOIN IN PRAYING THE HOLY PATRIOTIC ROSARY.

Saturday, December 14th at 12:30 pm
inside Iowa State Capitol

Sunday, December 15th at 1:30 pm
outside on West Steps of Capitol
*(Regularly scheduled rosary
every 3rd Sunday of the Month)*

Music provided by Dr. Marion & Rosa Scott
Narrated by Linda Roberts

LET'S UNITE AS WE TURN BACK TO GOD TO
HEAL OUR NATION BOTH SPIRITUALLY AND MORALLY.

EXHIBIT H



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR

ADAM STEEN, DIRECTOR

**Memorandum of Understanding
Between
The Satanic Temple Iowa
And
The Iowa Department of Administrative Services
For
TST Iowa Holiday Display Day**

- 1. Purpose.** The purpose of this Memorandum of Understanding ("MOU") is to set forth the terms and conditions of the agreement between the Iowa Department of Administrative Services ("DAS") and The Satanic Temple Iowa ("Event Requestor") for the TST Iowa Holiday Display Day ("Event"). Event Requestor manages, operates, controls, and hosts the Event. Event Requestor will be allowed the non-exclusive use to host the Event in the designated Event Area for the Duration of this MOU subject to the terms and conditions therein.
 - 1.1. Exemption.** State agencies (as defined in Iowa Code section 669.2(5)) acting in an official capacity and the World Food Prize whose primary location for the annual ceremony is the Capitol Complex (Iowa Code section 15.368) are exempt from time and place restrictions except as otherwise required by law or imposed within the sole discretion of DAS.
- 2. Duration.** This MOU exclusively pertains to the Saturday, December 14, 2024, Event. Event requests shall be received at least 30 calendar days prior to the event date. Event Requestor is approved for the use of the designated Event Area on Saturday, December 14, 2024; beginning at 8:00 a.m. until 4:00 p.m. An Event may not exceed 1 day. An Event Requestor, including any affiliate, conduit, designee, partner, or subunit, may not hold more than one event per calendar year.
- 3. Event Area.** East section on the 1st Floor Rotunda in the Iowa State Capitol Building on the Capitol Complex in Des Moines, IA. DAS will make the Event Area available in accordance with the terms of this MOU.
 - 3.1. Site Map.** The Event Area will be restricted to the area identified on Exhibit A ("Site Map"). Site map identifies the perimeter of the Event Area and the location of equipment or displays for the Event. The Event Requestor is responsible for demarcating the Event Area and, if required by DAS, obtain and erect barriers as set forth on the Site Map. Event Requestor shall not conduct the Event at any other location on the Capitol Complex without written approval from DAS.
 - 3.2. Relocating/Rescheduling of Event.** In the event DAS has to restrict the usage of the Event Area agreed upon in this MOU for any reason, DAS will work in good faith with the Event Requestor to locate an alternative location and/or date on the Capitol Complex. DAS only anticipates this occurring due to unforeseen or extraordinary circumstances.
 - 3.3. Compliance with Laws.** Event Requestor agrees to comply with all applicable laws in its use of the Event Area including, but not limited to, provisions of the Iowa Code and DAS's administrative rules governing use of the Capitol Complex.
- 4. Charges, Insurance, Indemnification.** Event Requestor is exclusively responsible for financing the Event.
 - 4.1. Costs to Access.** Event Requestor may conduct the Event within the Event Area without rent or charge.
 - 4.2. Vendor Services.** Event Requestor will be solely responsible for all expenses and costs charged by vendors. Event Requestor will pay all vendors directly.
 - 4.3. Liability.** Pursuant to the requirements set forth in Iowa Administrative Code rule 11—100.4(6), Event Requestor acknowledges responsibility and is responsible for any damages occurring during the Event and agrees to reimburse the State of Iowa and the Iowa Department of Administrative Services for such damage to state property, services provided by or through DAS to support the Event, and necessary clean-up after Event Requestor departs the Capitol Complex. Any billing from DAS submitted to Event Requestor shall be paid in full within thirty (30) days of receipt.
 - 4.4. Indemnification.** Event Requestor agrees to be fully responsible for and/or indemnify and hold harmless the State of Iowa, the Iowa Department of Administrative Services, and all of their agents and employees from any and all claims, liabilities, damages, settlements, judgments, costs, and expenses directly or indirectly caused by, related to, or arising from Event Requestor's access, parking, and conducting business under this MOU.

Memorandum of Understanding
The Satanic Temple Iowa
Page 2 of 7

4.5. Insurance. Event Requestor is not required to obtain liability insurance for the Event; however, this does not relieve Event Requestor of any Charges or Indemnification pursuant to this MOU.

4.6. Billing Address.
The Satanic Temple Iowa
355 31st St Dr SE
Cedar Rapids, IA 52403

5. Standard of Care Obligation. Event Requestor acknowledges that it will be held to a standard of care appropriate given the historical property it has endeavored to use for this Event. Care is to be taken for all areas utilized throughout the Capitol Complex. Event Requestor is exclusively responsible for the Event including set up, tear down, and Event activities.

- 5.1. Equipment and Displays.** Event Requestor will provide all equipment necessary to conduct the Event. The State of Iowa is not responsible for any damages, loss, or theft to equipment or displays provided, owned or used by Event Requestor.
- 5.2. Display Design.** Display design identifying specific size and location must be approved in advance by DAS. All displays must be free standing and may not be affixed or supported by any other surfaces. Display will not restrict traffic flow and will not pose a hazard for persons with disabilities. If required by DAS, the Event Requestor will incorporate a baseboard into the design surrounding the entire display. The Event Requestor will provide signage at the display location containing a disclaimer stating the display is not owned, maintained, promoted, supported by or associated with the State of Iowa. The use of an unattended display is prohibited. Refer to Exhibit C for additional guidelines.
- 5.3. Signage.** Event Requestor will not hang signs on the Capitol Complex including but not limited to buildings, lampposts, traffic signs, trees, sidewalks, existing signs, monuments, etc.
- 5.4. Protective Surface.** Event Requestor will take all reasonable steps to protect surfaces, ground, and buildings from damage from Event Requestor's equipment or display.
- 5.5. Power.** Event Requestor is approved to use the electrical outlets at the Event Area. Event Requestor will hire and/or obtain its own power beyond the electrical outlets provided. Any such generator must be grounded as per code. Event Requestor will secure all cables in a safe manner with a non-adhesive cable cover.
- 5.6. Restrooms.** Restrooms are available in the buildings on Capitol Complex during normal business hours. Event Requestor will provide a sufficient amount of portable restrooms and handicapped restrooms as necessary to support the expected participation for the Event. Such portable restrooms would be allowed during the date and time indicated on this MOU Duration. Portable restrooms would be placed in the Event Area on a concrete surface not impeding pedestrian foot traffic, i.e. sidewalks and cross walks.
- 5.7. Tents, canopies and inflatables (outdoor events only).** Upon approval from DAS, Event Requestor may set tents, canopies and inflatables in the Event Area. Approved tents, canopies and inflatables will be secured with weights.
- 5.8. Street/Sidewalk Closures.** Event Requestor will provide appropriate street/sidewalk closure barricades for the closure of street(s) and/or sidewalk(s) on the Capitol Complex. All street and sidewalk closures must be reviewed and approved by DAS and submitted on the site map provided to DAS. Event Requestor will seek approval from the City of Des Moines for the closure of city streets and/or sidewalks.
- 5.9. Ground Penetration.** Event Requestor will follow the "Digging/Ground Penetration Approval Procedures for the Capitol Complex" before penetrating the soil in any way, with signs, posts, etc. Any holes/penetration, etc., must be repaired immediately following the conclusion of the Event.
- 5.10. Clean-up/Waste Removal.** Event Requestor will provide waste receptacles to collect waste from the Event Area. Event Requestor will remove all waste generated during the Event from the Event Area. Capitol Complex waste receptacles in the Event Area used by the Event will be emptied and replaced by the Event Requestor with clean 45" x 48" bags. Parking lots, streets and sidewalks utilized for the Event will be cleaned by Event Requestor.
- 5.11. Security.** If the Event Requestor requires security for the Event, the Event Requestor shall obtain private security and shall be responsible for all private security costs.
- 5.12. Vehicles.** Event Requestor will not drive any vehicle on any sidewalk, lawn or landscaping except as provided herein. Turf type vehicles, such as golf carts may be driven on sidewalks and lawn. At no time may any vehicle park on the lawn.
- 5.13. Parking.** Capitol Complex non-gated parking lots for visitors as well as the parking structure on the corner of E. Grand Avenue and Pennsylvania Avenue may be available for the Event. Parking designated for state employee and reserved parking is not available for Event parking between 6 a.m. and 6 p.m., Monday-Friday,

Memorandum of Understanding
The Satanic Temple Iowa
Page 3 of 7

unless otherwise posted and with the exception of state designated holidays. Improper use of any “Persons with Disabilities” parking spaces is subject to a fine and towing at the owner’s expense.

5.14. Not Permitted on Capitol Complex.

- Admission fees;
- Alcohol;
- Use of tobacco;
- Fireworks;
- Horses or other livestock (except on streets);
- Sidewalk chalk/paint;
- Popcorn poppers for use in buildings;
- Open flame (except for outdoor cooking or catering equipment with prior approval from DAS and compliance to requirements in Exhibit B);
- Sale of merchandise (except for the sale of food associated with the Event).
- Helium Balloons are not allowed in the Capitol Building.

5.15. Additional Limitation. Because the Capitol Complex is often a destination for children (persons under the age of eighteen) learning about their State government, visual displays, sounds, and other actions that are harmful to minors including, but not limited to, obscene materials (as defined in Iowa Code section 728.1(5)), and gratuitous violence or gore are not permitted at the Capitol Complex. “Obscene material” is any material depicting or describing the genitals, sex acts, masturbation, excretory functions or sadomasochistic abuse which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value. “Gratuitous violence or gore” means any depiction of severe bodily injury or blood, organs, or other bodily fluids, which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value.

6. Event Requestor Coordinator(s):

Jordanne Beach	Mortimer Adramelech
515.306.4015 jordannebeach@gmail.com	515.718.3228 mortimer.adramelech@thesatanictemple.org

7. DAS Event Coordinator.

Suzy Trotter
109 S. E. 13th Street, Des Moines, Iowa 50319
Office: 515.281.7259 Cell: 515.631.9247 Email: capitol.complex.events@iowa.gov

8. MOU Administration.

- 8.1. Amendments.** This MOU may be amended in writing by mutual consent of the parties. All amendments to this MOU must be in writing and fully executed by the parties.
- 8.2. Assignment and Delegation.** This MOU may not be assigned, transferred or conveyed in whole or in part without the prior written consent of the other party.
- 8.3. Integration.** This MOU represents the entire MOU between parties. The parties shall not rely on any representation that may have been made which is not included in this MOU.
- 8.4. Headings or Captions.** The paragraph headings or captions used in this MOU are for identification purposes only and do not limit or construe the contents of the paragraphs.
- 8.5. Supersedes Former MOUs or Agreements.** This MOU supersedes all prior MOUs or Agreements between the parties for the services provided in connection with this MOU.
- 8.6. Governing Law.** This agreement, and any disputes arising from it, shall be construed in accordance with Iowa law. Venue for any lawsuits resulting from it shall be Des Moines, Polk County, Iowa.
- 8.7. Interpretation.** The State and Event Requestor, and their respective attorneys, have been provided an opportunity to review and revise this document prior to signing it. Ambiguities shall be interpreted as if both parties drafted the agreement together.

9. Termination. This MOU automatically terminates at 4:00 p.m. on Saturday, December 14, 2024. Event Requestor’s obligations under this MOU continue beyond its termination.

Revised July 26, 2024

Memorandum of Understanding
The Satanic Temple Iowa
Page 4 of 7

10. Signatures. Event Requestor, through the signature of its duly authorized representative identified below, affirmatively represents the signatory possesses all necessary power, authority and legal capacity to (1) act on behalf of Event Requestor; (2) enter into and bind Event Requestor to perform Event Requestor's obligations under this MOU; and (3) accept written notice for Event.

Charlee Cross, Chief Operating Officer
Department of Administrative Services
General Services Enterprise

Date



Duly Authorized Event Requestor Representative
Jordanne Beach
The Satanic Temple Iowa

Oct 20, 2024

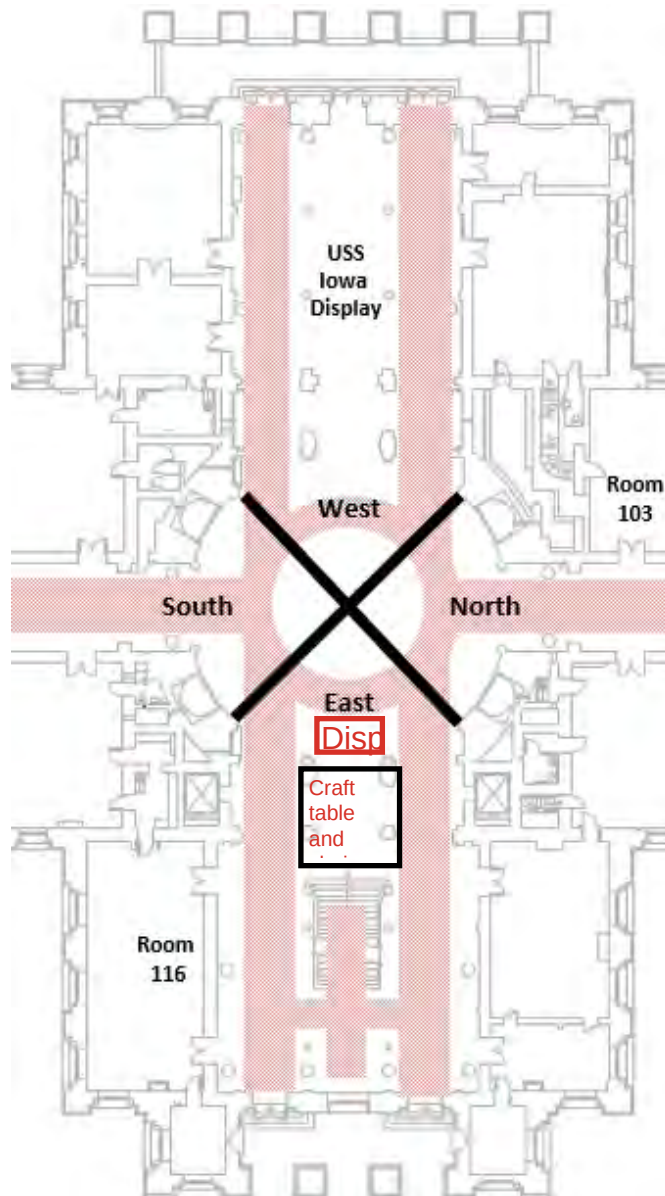
Date

Memorandum of Understanding
The Satanic Temple Iowa
Page 5 of 7

**Exhibit A
Site Map**

Using the map below, sketch and label the event equipment layout in the Event Area(s), including tables, chairs, catering equipment, banners, podium, etc.

The pink shaded area is the egress / ingress and pathway, do not plan to place event equipment in the shaded area.



Revised July 26, 2024

Memorandum of Understanding
The Satanic Temple Iowa
Page 6 of 7

Exhibit B
Catering Equipment and Outdoor Cooking

Catering Equipment Requirements

- Portable food warming devices that are fueled (i.e. Sterno) shall have non-combustible lids for immediate use for each warming device.
- The warming device shall be on a noncombustible protective material to prevent tipping and damage.
- The devices shall be continuously under the care and control of a competent person.
- A fire extinguisher must be provided by the Event Requestor and located to be readily available for use.

Outdoor Cooking Requirements

- A designated person of the Event Requestor will need to be responsible for lighting, kindling and maintaining the self-supporting outdoor cooking equipment.
- Cooking equipment will be at a minimum of 20 feet of any building.
- Cooking equipment will be at a minimum of 10 feet between other cooking equipment, vehicles, trash containers or other significant quantities of combustible materials.
- If propane tanks are used, all connections are to be soap tested prior to ignition. LP containers and equipment must be in compliance with acceptable NFPA (National Fire Protection Association) Code.
- The fire shall be continuously under the care and control of a competent person until it is extinguished. In addition, a fire extinguisher must be provided by the Event Requestor and located to be readily available for use.
- Outdoor cooking equipment shall be on a noncombustible protective material to prevent damage. Outdoor cooking equipment may be placed on the grass with protective material; however, this does not relieve Event Requestor of any Charges or Indemnification as a result of damage to the grass.
- If outdoor conditions pose a high risk of the fire spreading, such as high winds or extremely dry conditions, the Iowa Department of Administrative Services and/or Iowa State Patrol Post 16 reserves the right to require the Event Requestor to discontinue use of the cooking equipment to protect the public and facilities.

Memorandum of Understanding
The Satanic Temple Iowa
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Exhibit C
Display Guidelines

Capitol Building Displays

- Displays are considered an 'event' as we are coordinating the use of the space.
- The 1st Floor Rotunda in the Capitol has four defined spaces for groups to reserve.
- All groups must submit a photo with dimensions of the display for approval. Dimensions will not exceed 7 foot wide and 7 foot deep.
- Displays in the building have a height cap of 9 foot, so not to interfere with electronic smoke detectors.
- Displays will not be allowed to impede the egress.
- Displays are required to provide a baseboard so those with visual impairments using a cane can identify obstacles.
- Events / Displays may be refused if it would be disruptive of official state business or to the public health, safety and welfare, or is inconsistent with Iowa Administrative Code.
- The time limit allows for maintenance / cleaning of the area.
- All approved displays will provide signage at the display location containing a disclaimer stating the display is not owned, maintained, promoted, supported by or associated with the State of Iowa.

Outdoor Displays

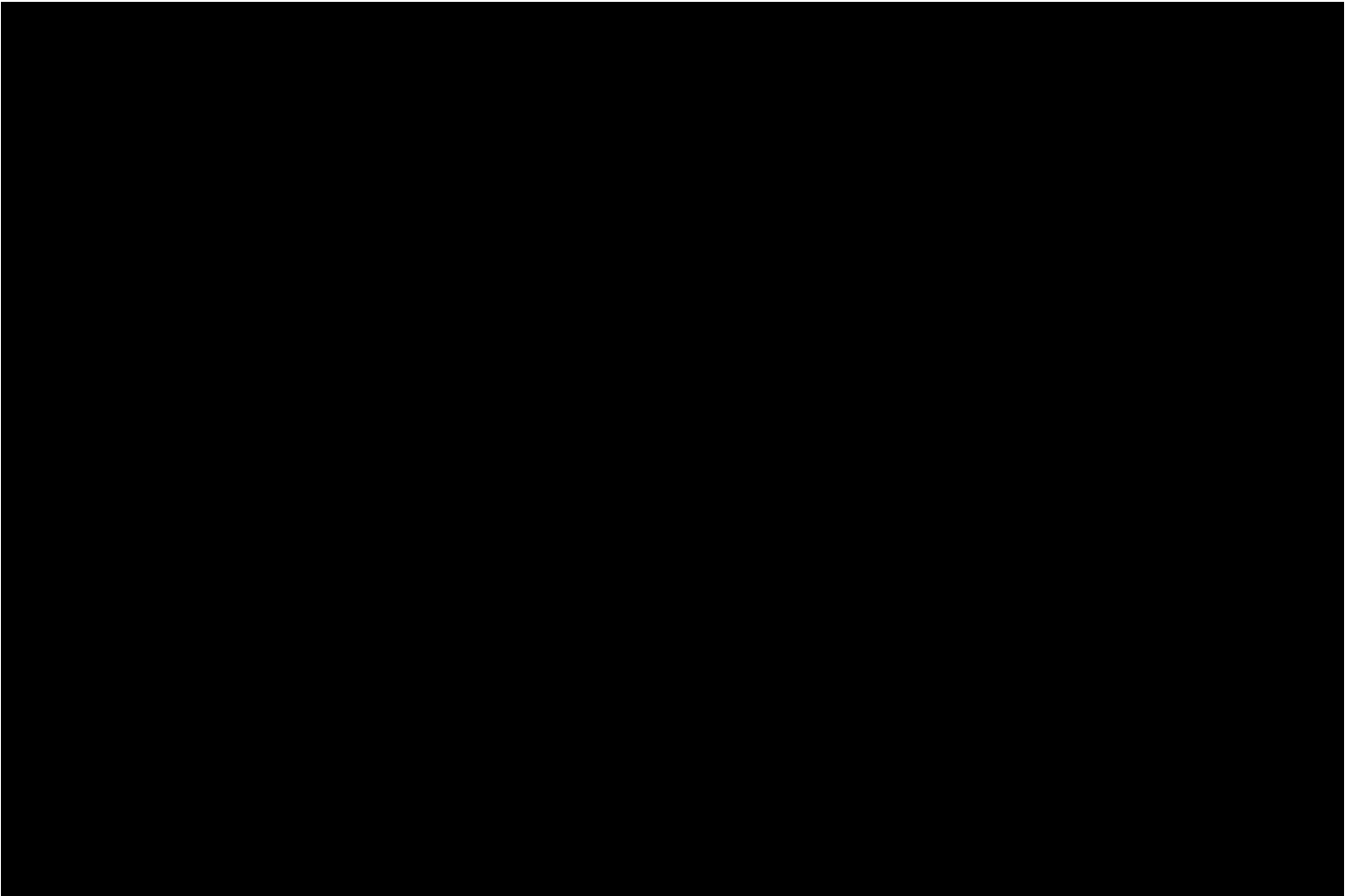
- Outdoor displays are considered temporary site features and must be submitted to the Capitol Planning Commission Site Features Committee for review and approval. (<https://das.iowa.gov/state-employees/general-services/capitol-planning-commission/site-features>)

Revised July 26, 2024

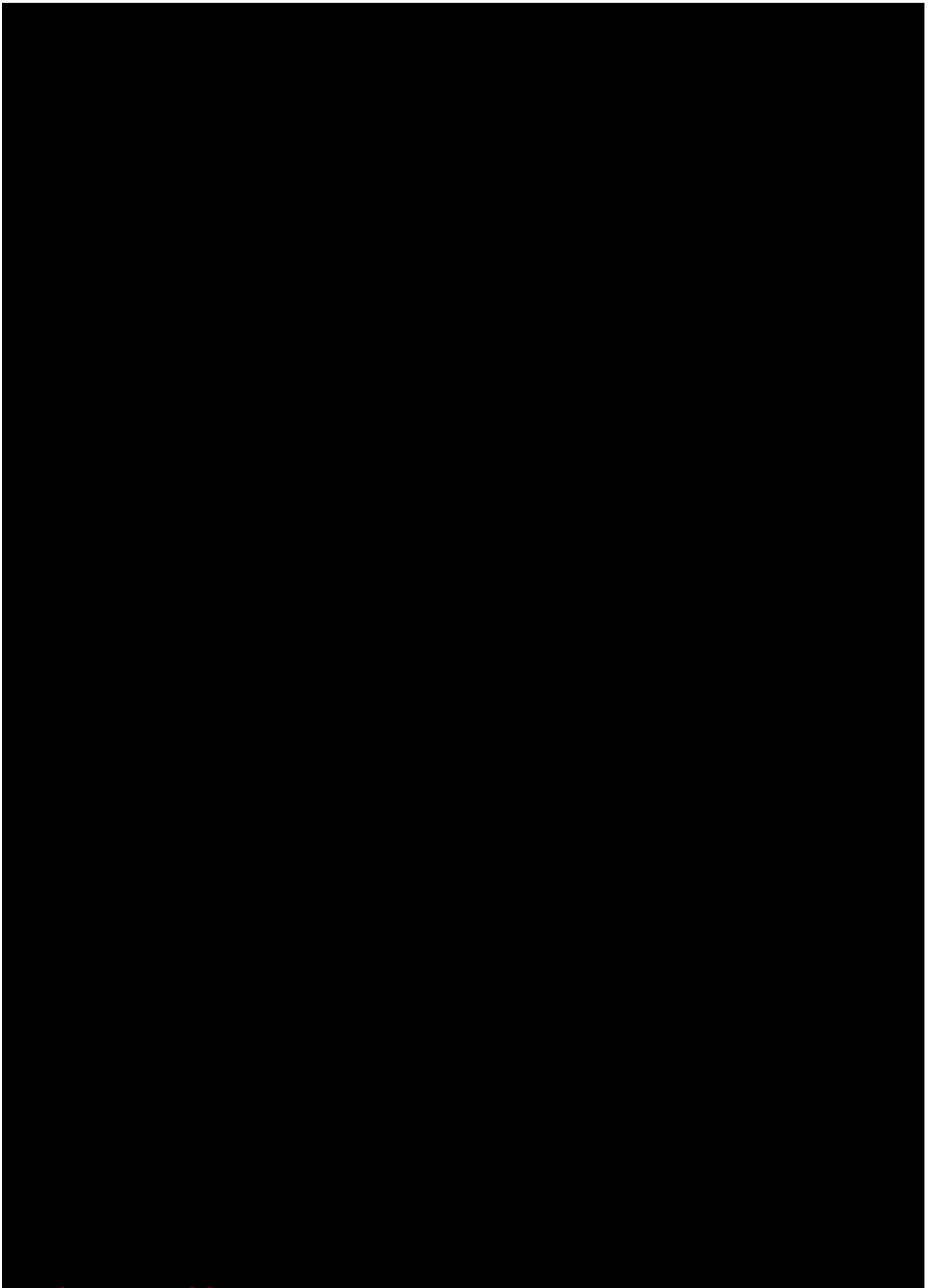
EXHIBIT I

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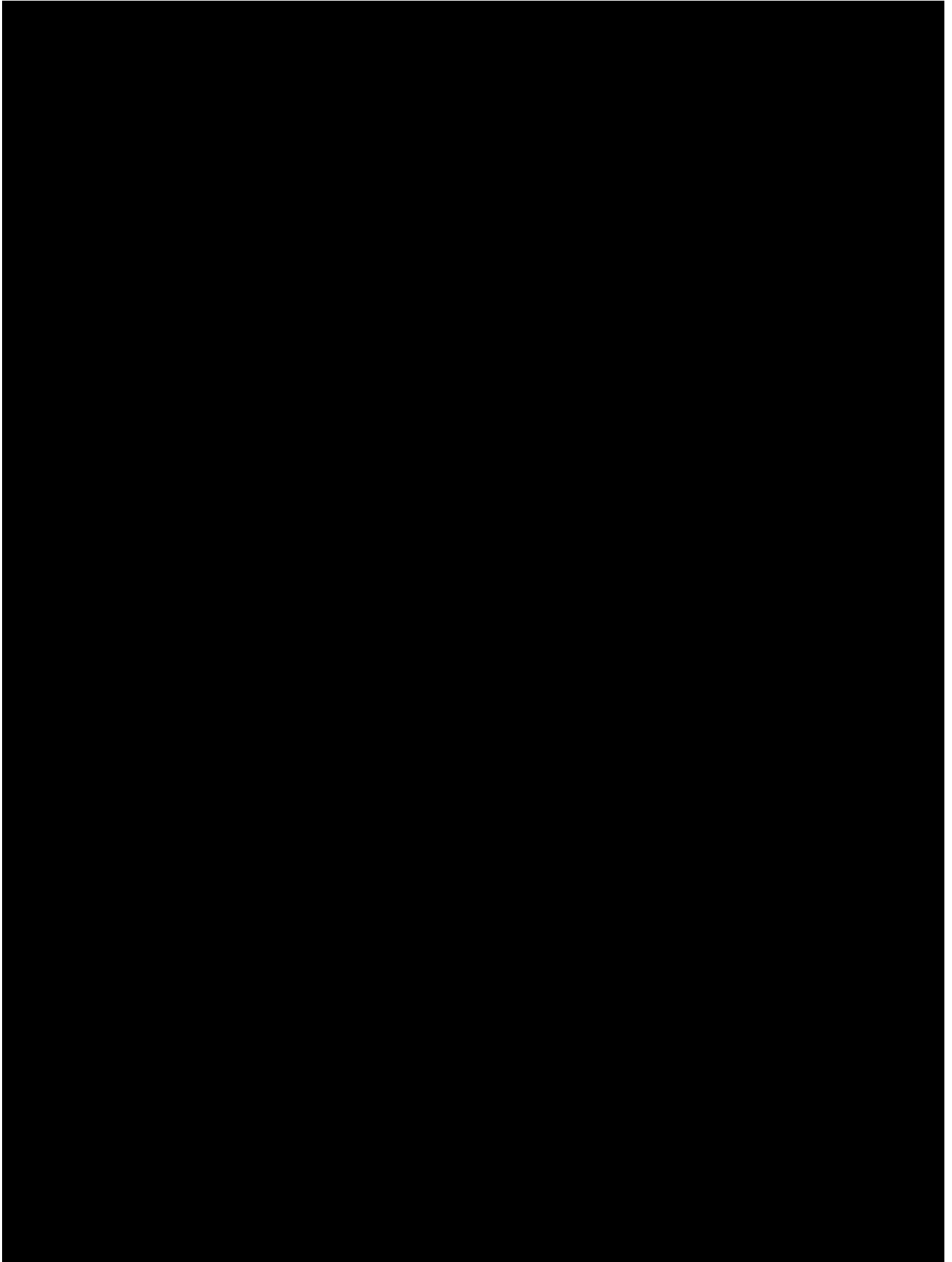
From: Stan Thompson
Subject:
To: Thompson, Stan [IGOV]
Sent: November 20, 2024 8:38 AM (UTC-06:00)
Attached: 2024-11-19 Memorandum on Religious Displays Final.pdf



RECEIVED BY IOCR 05/19/2026



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From: Quijano, Trisha
Subject: DAS Department Report - 11/20/2024
To: Frideres, Taryn [IGOV]; Nicholson, Jacob [IGOV]; Paulsen, Kraig
Cc: Steen, Adam [DAS]
Sent: November 20, 2024 1:34 PM (UTC-06:00)
Attached: 11.20.24 DAS Department Report .docx, Relevant Agency Data Metrics.pdf

[REDACTED]

[REDACTED]

--

Trisha Quijano
Administrative Assistant
Office of General Counsel
Iowa Department of Administrative Services
Hoover Building, 3rd Floor
1305 E Walnut St, Des Moines, IA 50319
515-725-2817 office
515-281-0753 fax
trisha.quijano@iowa.gov
<https://das.iowa.gov>

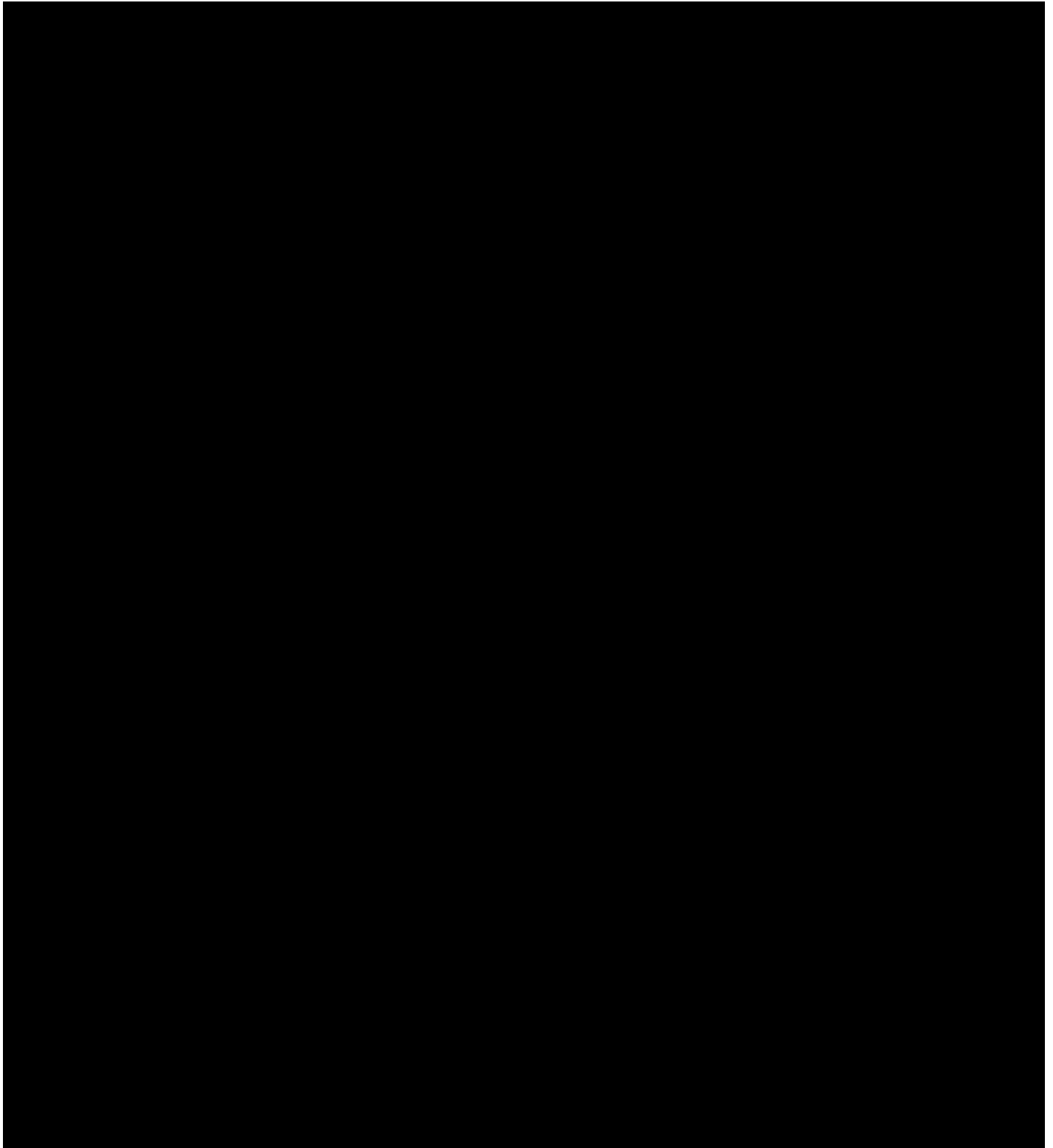


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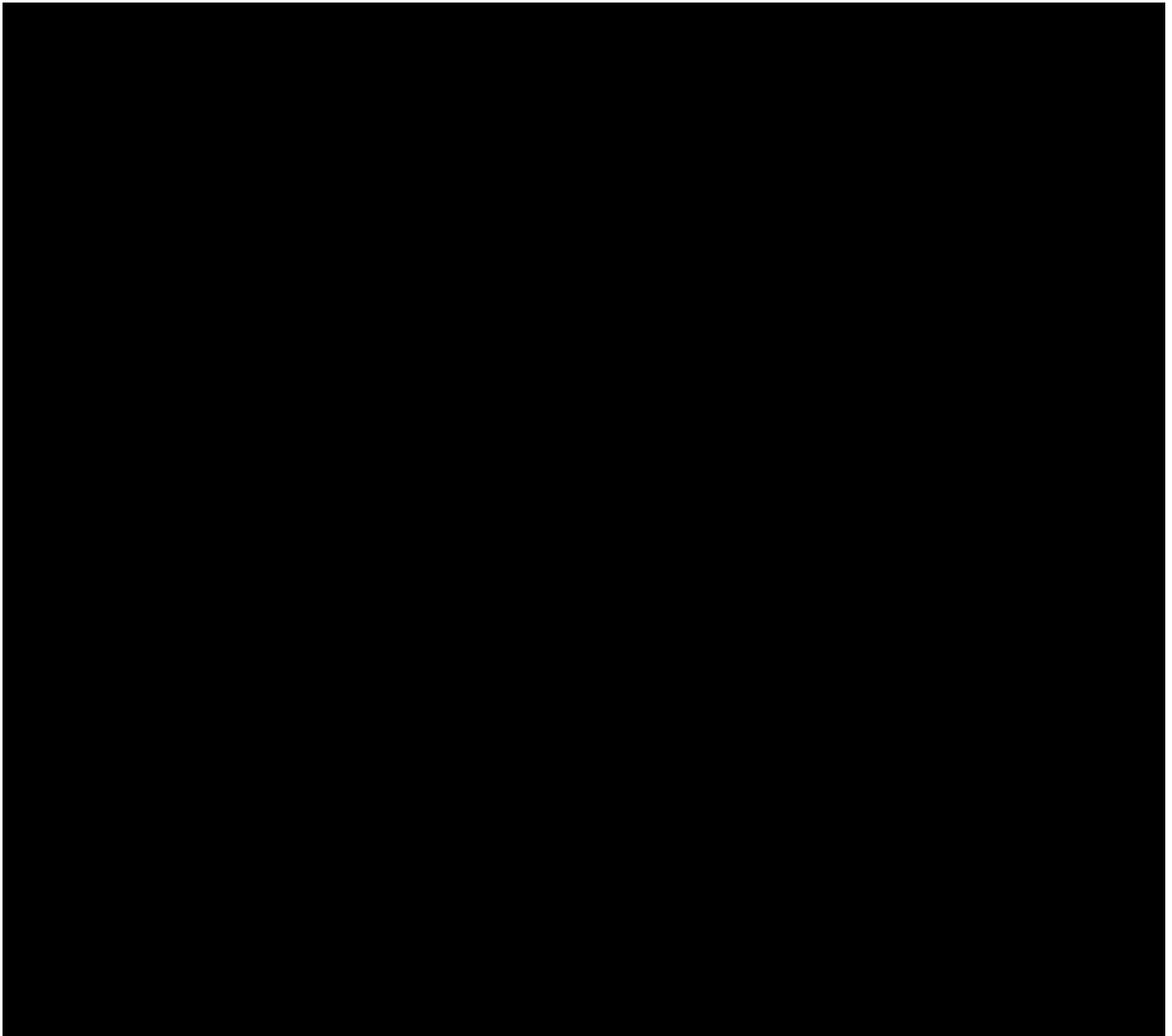
Department Report

Department: Department of Administrative Services

Date: 11/20/2024



RECEIVED BY IOCR 05/19/2026



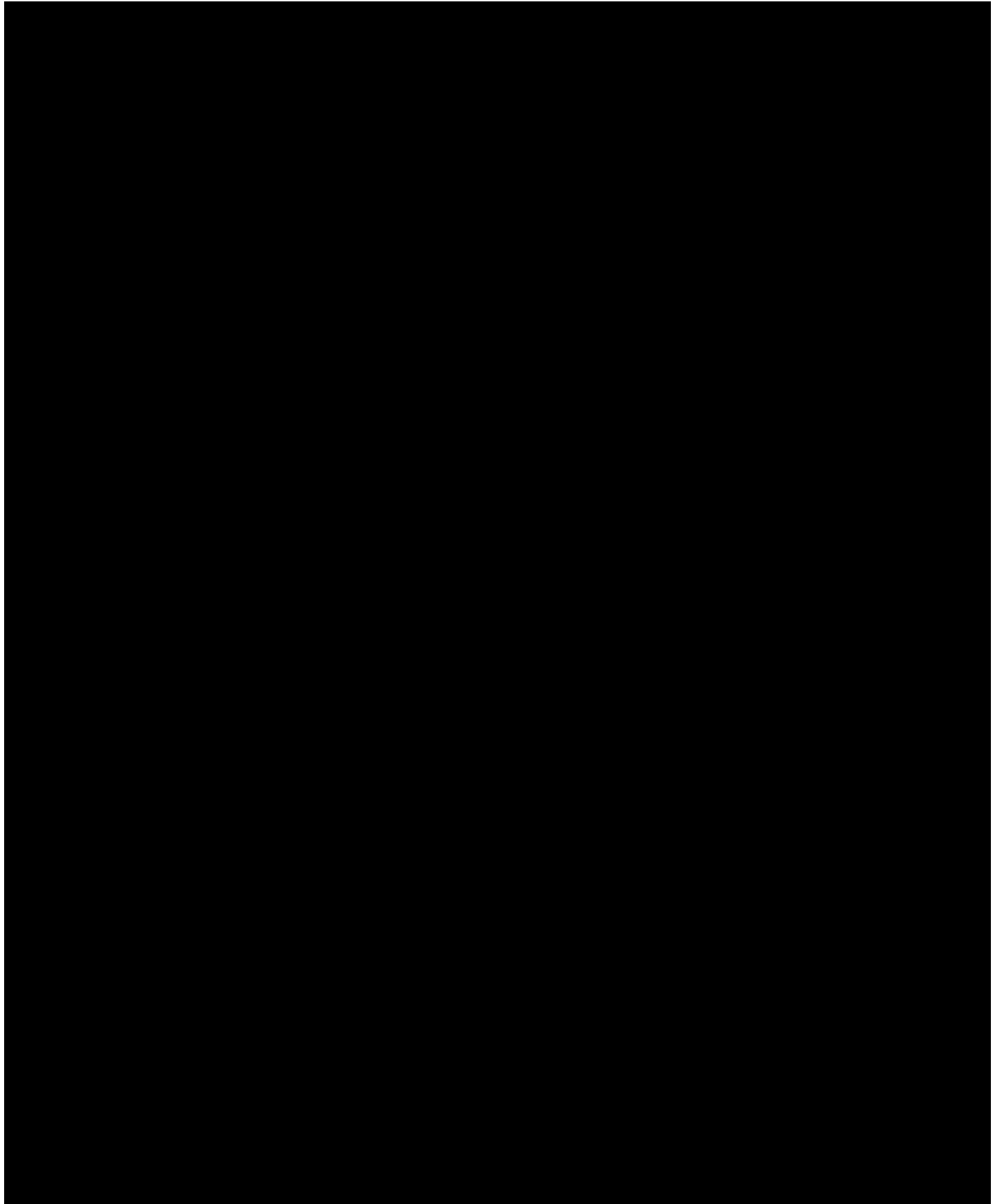


EXHIBIT J

TSTIA 2024 Holiday Display Event Itinerary

8:00am - Setup

9:00am - 10:00am - Satanic Holiday Carols

Proposed Songlist (still under discussion):

I'll Be Your Mirror-The Velvet Underground and Nico

Waiting for the Night-Depeche Mode

Lucifer's the Light-King Dude

Saturnalia-Cauda Pavonis

(A finalized songlist can be submitted at a later date if requested by the Capitol Events Office)

10:00am - 12:00pm - Make & Take Ornaments, and Social Time

Ornaments to be constructed from clear plastic globes and items that can be placed in or on them.

12:00pm - 1:00pm - All Ages Krampus Costume Contest

1st, 2nd, 3rd Place prizes - The winners will be determined by audience votes.

1:30pm - 2:30pm - Ritual

3:00/3:30pm - 4:00pm - Teardown and Cleanup

EXHIBIT K





YULE COLORING PAGES

✦ INSTANT DOWNLOAD ✦



✦ M A G I C K M O T H M E D I A ✦



MAGICK MOTH MEDIA













EXHIBIT L

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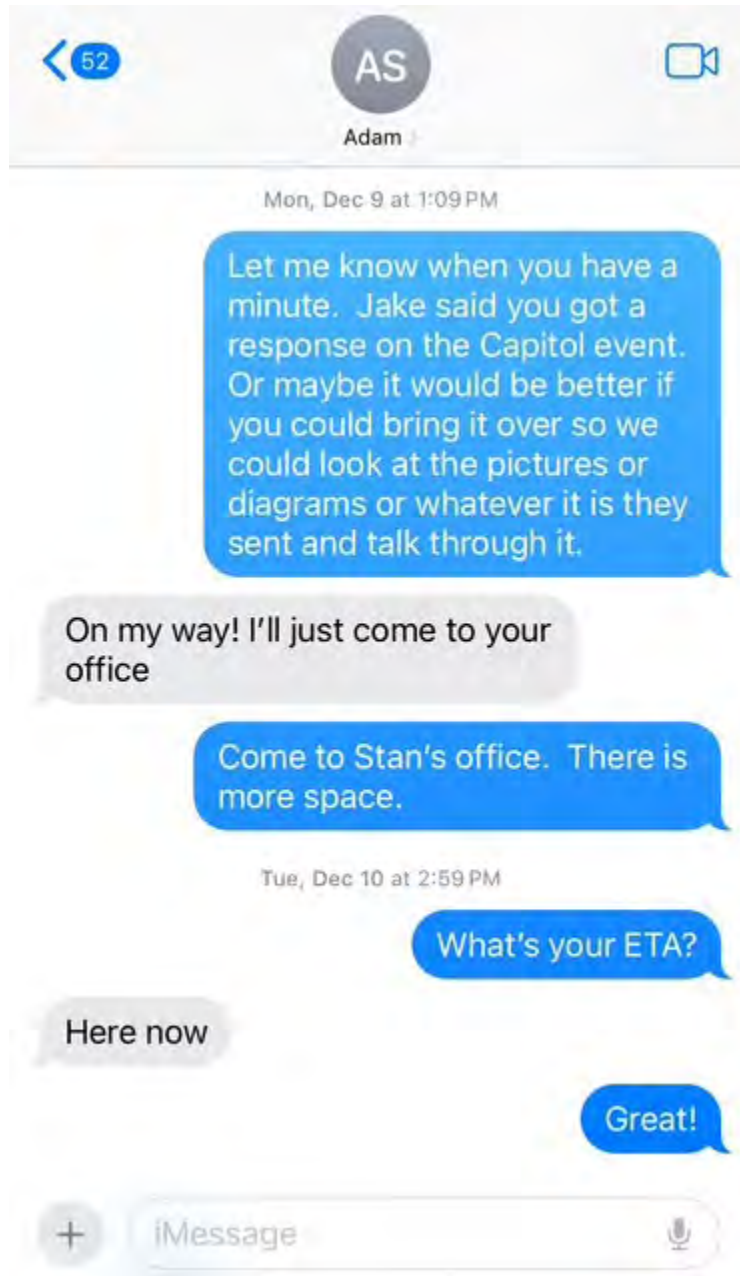


EXHIBIT M

RECEIVED BY IOCR 05/19/2026

IGOV IFOIA R406-2024-000105

From: Mauro, Mason
Subject: Mauro, Mason shared "12.10.2024 Satanic Temple denial statement" with you
To: Bell, Damian [IGOV]
Sent: December 10, 2024 10:04 AM (UTC-06:00)

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Mauro, Mason invited you to edit a file

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12.10.2024 Satanic Temple denial statement



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IGOV IFOIA R406-2024-000107

12.10.2024 Satanic Temple denial statement DRAFT

Legally Appropriate Statement:

Our state government is always going to be concerned about the wellbeing of children. The Iowa State Capitol Complex is a place that is open to the public, where children and families routinely visit. Because of this, the State's event policy takes into consideration conduct that would be harmful to minors. This satanic event, which specifically targets children, is harmful to minors and so it was denied.

RECEIVED BY IOCR 05/19/2026

IGOV IFOIA R406-2024-000108

From: Mauro, Mason
Subject: Mauro, Mason shared "12.10.2024 Satanic Temple denial statement" with you
To: Blankinship, Steven [IGOV]; Thompson, Stan [IGOV]
Sent: December 10, 2024 11:10 AM (UTC-06:00)

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IGOV IFOIA R406-2024-000110

12.10.2024 Satanic Temple denial statement DRAFT

Legally Appropriate Statement:

Our state government is always going to be concerned about the wellbeing of children. The Iowa State Capitol Complex is a place that is open to the public, where children and families routinely visit. Because of this, the State's event policy takes into consideration conduct that would be harmful to minors. This satanic event, which specifically targets children, is harmful to minors and so it was denied.

IGOV IFOIA R406-2024-000111

From: Mauro, Mason
Subject: Re: Green, Jen shared "2024.12.6 AP Mass Deportations" with you
To: Green, Jen
Sent: December 10, 2024 1:07 PM (UTC-06:00)

Yes, lawyers approved this statement. Still waiting for them to sign off on the satanic temple statement.

MM

Mason Mauro
Deputy Communications Director
Office of the Governor of Iowa
Governor Kim Reynolds
Iowa State Capitol
1007 East Grand Avenue | Des Moines, IA 50319
515-745-2840 mobile
mason.mauro@governor.iowa.gov
governor.iowa.gov

From: Green, Jen <Jen.Green@governor.iowa.gov>
Sent: Tuesday, December 10, 2024 1:05:25 PM
To: Mauro, Mason <Mason.Mauro@governor.iowa.gov>
Subject: Green, Jen shared "2024.12.6 AP Mass Deportations" with you

RECEIVED BY IOCR 05/19/2026

IGOV IFOIA R406-2024-000209

From: Blankinship, Steven [IGOV]
Subject: Blankinship, Steven [IGOV] shared "12.10.2024 Satanic Temple denial statement" with you
To: Green, Jen
Sent: December 10, 2024 1:40 PM (UTC-06:00)

RECEIVED BY IOCR 05/19/2026

IGOV IFOIA R406-2024-000210



Blankinship, Steven [IGOV] invited you to view a file

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12.10.2024 Satanic Temple denial statement



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IGOV IFOIA R406-2024-000211

12.10.2024 Satanic Temple denial statement DRAFT

Legally Appropriate Statement:

Our state government is always going to be concerned about the wellbeing of children. The Iowa State Capitol Complex is a place that is open to the public, where children and families routinely visit. Because of this, the State's event policy takes into consideration conduct that would be harmful to minors. This satanic event, which specifically targets children, is harmful to minors and so it was denied.

RECEIVED BY IOCR 05/19/2026

IGOV IFOIA R406-2024-000212

From: Green, Jen
Subject: Green, Jen shared "12.10.2024 Satanic Temple denial statement" with you
To: Mauro, Mason
Sent: December 11, 2024 4:03 PM (UTC-06:00)

RECEIVED BY IOCR 05/19/2026



Green, Jen invited you to view a file

Here's the document that Green, Jen shared with you.



12.10.2024 Satanic Temple denial statement



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IGOV IFOIA R406-2024-000214

12.10.2024 Satanic Temple denial statement DRAFT

Legally Appropriate Statement:

Our state government is always going to be concerned about the wellbeing of children. The Iowa State Capitol Complex is a place that is open to the public, where children and families routinely visit. Because of this, the State's event policy takes into consideration conduct that would be harmful to minors. This satanic event, which specifically targets children, is harmful to minors and so it was denied.

EXHIBIT N

RECEIVED BY IOCR 05/19/2026



12/14 Event Request - Denial

2 messages

Steen, Adam <adam.steen@iowa.gov>

Tue, Dec 10, 2024 at 6:02 PM

To: Jordannebeach@gmail.com

Good Evening,

Thank you for your patience and your responses to questions regarding your event request for December 14th in the Capitol Rotunda.

The request for space in the Capitol Rotunda is not approved per [Administrative Rule 100.4\(5\)](#) & pursuant Department of Administrative Services [Memorandum of Understanding](#), specifically section 5.15, as listed below:

5.15. Additional Limitation. Because the Capitol Complex is often a destination for children (persons under the age of eighteen) learning about their State government, visual displays, sounds, and other actions that are harmful to minors including, but not limited to, obscene materials (as defined in Iowa Code section 728.1(5)), and gratuitous violence or gore are not permitted at the Capitol Complex. "Obscene material" is any material depicting or describing the genitals, sex acts, masturbation, excretory functions or sadomasochistic abuse which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value. "Gratuitous violence or gore" means any depiction of severe bodily injury or blood, organs, or other bodily fluids, which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value.

Thank you,

Adam Steen

Director

Iowa Department of Administrative Services

1305 E. Walnut Street, Des Moines, IA 50319

515-720-6176 mobile

adam.steen@iowa.gov

<https://das.iowa.gov>



Jordanne Beach <jordannebeach@gmail.com>

Tue, Dec 10, 2024 at 6:30 PM

To: Steen, Adam <adam.steen@iowa.gov>

Cc: mortimer.adramelech@thesatanictemple.org

Good evening, Adam -

Thank you for taking the time to review our event application. I do have some questions:

- 1 - Could you tell us which specific items were not in compliance?
- 2 - How was the application evaluated? Was it by an individual or a committee?
- 3 - Is there an appeals process or the option to resubmit with changes?

I'm optimistic we can come to an understanding. Looking forward to your feedback.

RECEIVED BY IOCR 05/19/2026

Best regards,
Jordanne
[Quoted text hidden]

EXHIBIT O



***Time-sensitive* Re: 12/14 Event Request - Denial**

4 messages

Jordanne Beach <jordannebeach@gmail.com>

Wed, Dec 11, 2024 at 12:48 PM

To: Steen, Adam <adam.steen@iowa.gov>, Capitol Complex, Events <capitol.complex.events@iowa.gov>

Cc: mortimer.adramelech@thesatanictemple.org

Good afternoon, Adam -

I'm reaching back out regarding my questions, and the feedback I requested as this is time-sensitive.

I'd be happy to work with the Capitol Events office and Iowa DAS to review the specific items that were considered in the denial decision, and make changes where applicable.

I have worked with the Capitol Events office in the past to successfully hold an event in compliance with policy, and confident we can do so again.

Please let me know if you would prefer to schedule a call.

Best regards,

Jordanne

- 1 - Could you tell us which specific items were not in compliance?
- 2 - How was the application evaluated? Was it by an individual or a committee?
- 3 - Is there an appeals process or the option to resubmit with changes?

On Tue, Dec 10, 2024, 6:30 PM Jordanne Beach <jordannebeach@gmail.com> wrote:

Good evening, Adam -

Thank you for taking the time to review our event application. I do have some questions:

- 1 - Could you tell us which specific items were not in compliance?
- 2 - How was the application evaluated? Was it by an individual or a committee?
- 3 - Is there an appeals process or the option to resubmit with changes?

I'm optimistic we can come to an understanding. Looking forward to your feedback.

Best regards,
Jordanne

On Tue, Dec 10, 2024, 6:02 PM Steen, Adam <adam.steen@iowa.gov> wrote:

Good Evening,

Thank you for your patience and your responses to questions regarding your event request for December 14th in the Capitol Rotunda.

The request for space in the Capitol Rotunda is not approved per [Administrative Rule 100.4\(5\)](#) & pursuant Department of Administrative Services [Memorandum of Understanding](#), specifically section 5.15, as listed below:

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5.15. *Additional Limitation.* Because the Capitol Complex is often a destination for children (persons under the age of eighteen) learning about their State government, visual displays, sounds, and other actions that are harmful to minors including, but not limited to, obscene materials (as defined in Iowa Code section 728.1(5)), and gratuitous violence or gore are not permitted at the Capitol Complex. "Obscene material" is any material depicting or describing the genitals, sex acts, masturbation, excretory functions or sadomasochistic abuse which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value. "Gratuitous violence or gore" means any depiction of severe bodily injury or blood, organs, or other bodily fluids, which the average person, taking the material as a whole and applying contemporary community standards with respect to what is suitable material for minors, would find appeals to the prurient interest and is patently offensive; and the material, taken as a whole, lacks serious literary, scientific, political or artistic value.

Thank you,

Adam Steen

Director

Iowa Department of Administrative Services

1305 E. Walnut Street, Des Moines, IA 50319

515-720-6176 mobile

adam.steen@iowa.gov

<https://das.iowa.gov>



Steen, Adam <adam.steen@iowa.gov>
To: Jordanne Beach <jordannebeach@gmail.com>

Wed, Dec 11, 2024 at 3:40 PM

Good afternoon Jordanne,

The event request is denied as submitted. The cumulative circumstances that occur within the State Capitol building, including the presence of minors, coupled with the anticipation of costumes with sticks used as weapons on children, positions the event to be harmful to minors contrary to MOU section 5.15. The evaluation and denial decision rests within my authority as the DAS Director per Administrative Rule 100.4(5).

This constitutes a final agency action.

Thank you,

Adam

Adam Steen

Director

Iowa Department of Administrative Services

1305 E. Walnut Street, Des Moines, IA 50319

515-720-6176 mobile

adam.steen@iowa.gov

<https://das.iowa.gov>



[Quoted text hidden]

Jordanne Beach <jordannebeach@gmail.com>

Wed, Dec 11, 2024 at 3:56 PM

To: Steen, Adam <adam.steen@iowa.gov>

Cc: mortimer.adramelech@thesatanictemple.org, Capitol Complex, Events <capitol.complex.events@iowa.gov>

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Thank you for your response, Adam.

Regarding MOU section 5.15, our event does not depict or describe genitals, sex acts, masturbation, excretory functions, or sadomasochistic abuse.

The sticks are a traditional costume component and for appearance only. They were never intended to be used on anyone, and we never stated that they would be.

If that was the only item in question, then the costume contest can be omitted from the itinerary. I respectfully request that we be allowed to resubmit our application as such.

Best regards,

Jordanne
[Quoted text hidden]

Jordanne Beach <jordannebeach@gmail.com>

Thu, Dec 12, 2024 at 7:40 PM

To: Steen, Adam <adam.steen@iowa.gov>
Cc: mortimer.adramelech@thesatanictemple.org, Capitol Complex, Events <capitol.complex.events@iowa.gov>

Good evening, Adam -

I'm writing to follow-up on our proposal to proceed with the event without the Krampus costume contest, since that was the specific item you pointed out.

I would also like to reiterate that none of the items in MOU 5.15 are included in our event. We fully intend for it to be family-friendly, and planned accordingly.

I believe this to be the most mutually beneficial and mutually respectful way forward, and look forward to our future collaboration.

Best regards,

Jordanne
[Quoted text hidden]

EXHIBIT P

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EXHIBIT Q

Matt Kezhaya
150 S. Fifth St., Suite 1850
Minneapolis, MN 55402



matt@kezhaya.law
Direct: (479) 431-6112
General: (612) 276-2216

December 16, 2024

Iowa Department of Administrative Services
ATTN: Mr. Adam Steen, Director
By email only to: adam.steen@iowa.gov

Re: *The Satanic Temple, Inc. v. Steen* – demand letter, preservation notice

Dear Mr. Steen:

I serve as general counsel for The Satanic Temple, an international religious movement with a congregation in Iowa. This letter arises from a potential legal dispute in which you prohibited my client's holiday event from equal access to State facilities on equal terms as other religious events.¹ I am hopeful that this letter will persuade you to reconsider your decision and reschedule the event for this upcoming Saturday, or otherwise work with me to facilitate my client's free expression and avoid potential litigation.

The event in question had the following itinerary:

8:00 am – Setup

9:00am - 10:00am – Satanic Holiday Carols (*I'll Be Your Mirror* by The Velvet Underground & Nico; *Waiting for the Night* by Depeche Mode, and *Lucifer's the Light of the World* by King Dude)

10:00am - 12:00pm – Make & Take Ornaments, and Social Time (Ornaments to be constructed from clear plastic globes and items that can be placed in or on them).

12:00pm - 1:00pm – All Ages Krampus Costume Contest (1st, 2nd, 3rd Place prizes - The winners will be determined by audience votes).

1:30pm - 2:30pm – Ritual (Ritual participants will form a procession to the display. One will carry a veiled infinity candle, *i.e.*, a flameless LED candle. The ritual leader will give an invocation celebrating both the light and the night. The infinity candle is unveiled. The ritual is concluded).

3:00/3:30pm - 4:00pm – Teardown and Cleanup

By email dated December 3 (one week before denial), your office requested specification of:

¹ At least one other religious event took place inside the Iowa State Capitol on December 14, 2024.

what particular songs would be sung during the Satanic Holiday Carols segment, images of the ornaments to be created, images of the coloring pages to be colored, images of anticipated costumes, details about the costume contest, and a detailed description of the ritual. This inspection means your determination was “content-based,” which is subject to the strictest judicial scrutiny. *See Reed v. Town of Gilbert, Ariz.*, 576 U.S. 155, 163 (2015) (“Content-based laws—those that target speech based on its communicative content—are presumptively unconstitutional and may be justified only if the government proves that they are narrowly tailored to serve compelling state interests.”)

Additionally, your denial plainly provides that your determination was content-based. Your email dated December 11 states that the denial was grounded in, “the presence of minors, coupled with the anticipation of costumes with sticks used as weapons on children” which prompted you to believe that the event would be “harmful to minors.” There are two problems with your decision.

First, the costume event would not have entailed hitting children. The photograph you referenced is copied below:



No part of any application material suggested that children would be hit. Nor does the photograph you referenced depict children being hit. You simply concocted a false narrative about the contents of my client’s speech and then used your lie as a basis to deny the application. Moreover, my client corrected your misunderstanding by informing you that “The sticks are a traditional costume component and *for appearance only*,” expounding that “They were never intended to be used on anyone, and *we never stated that they would be*.”

(emphasis added). Yet your determination remained unchanged. And your determination remained unchanged, even after my client struck the costume contest as part of the event. Because the denial was based on your own false narrative, a narrative which you refused to depart from even after confronted with contrary evidence, it is my opinion that your stated basis is a transparent pretext to conceal viewpoint discrimination. See *Cuffley v. Mickes*, 208 F.3d 702, 711 (8th Cir. 2000) (“obviously unreasonable and pretextual” grounds to deny an application as viewpoint discrimination).

Second, the “harmful to minors” doctrine only prohibits sexually explicit material and does not allow the State to prohibit dissemination of violent material. No part of the event was sexual, and even if the denial was based on the impliedly violent nature of a Krampus holding a stick that would still violate the First Amendment. *Brown v. Ent. Merchants Ass’n*, 564 U.S. 786, 793 (2011) (“violence is not part of the obscenity that the Constitution permits to be regulated.”)

Based on the foregoing, it is my opinion that your decision to prohibit my client’s event was a direct violation of my client’s well-established First Amendment rights. Although litigation is immediately permissible, it is my strong preference to avoid court action. You can help facilitate that end by either approving the event to take place this Saturday, December 21 or by reaching out to me to figure out an appropriate alternative time for the holiday event.

The foregoing is based on my present understanding of the facts. Should it become necessary in future proceedings, my client reserves the right to assert additional or different facts or law as may become relevant. Nothing in this letter waives any claim for relief which may arise at law or in equity.

Please preserve all documents and communications pertaining to this issue as litigation appears to be on the horizon.

Sincerely,

s/Matt Kezhaya

EXHIBIT R

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PART OF STATES NEWSROOM



GOVERNMENT + POLITICS

Former Iowa administrator Adam Steen announces GOP campaign for governor

BY: ROBIN OPSAHL - AUGUST 19, 2025 8:56 PM



Adam Steen, former Iowa director of Administrative Services, was joined by his sons, Maverick and Ryker and his wife Kasey Steen, as announced he was running for governor Aug. 19, 2025 at Berean Church in Pleasant Hill. (Photo by Robin Opsahl/Iowa Capital Dispatch)

Republican Adam Steen, former director of the Iowa Department of Administrative Services, announced his campaign for governor Tuesday, labeling himself as a “faith guy” in the race to succeed Gov. Kim Reynolds.

Steen held a campaign kickoff event Tuesday at Berean Church in Pleasant Hill, starting with a musical performance from Nathan Thomas and the A17 worship band and an introduction from Pastor Gary Pilcher. As he introduced himself, Steen said there had been some speculation online about what type of candidate he would be.

“Let me tell you, from my own lips, who I am: I am the faith guy,” Steen said. “I’m a Jesus guy. I’m a Make America Great Again guy. I’m a common-sense policy, America first, people first guy.”

In addition to being a credentialed minister, Steen said some of his highest profile commitments to faith were as DAS director. The department had canceled a Satanic Temple of Iowa holiday celebration event at the Iowa Capitol in [December 2024](#), with Steen saying the event was denied because it included “elements that are harmful to minors.”

Steen said at the campaign event he was “the guy that stood in front of the Satanists when they blatantly targeted our children, and I’m the guy getting sued by the Satanists for protecting our children.”

He also said there was another event request at the Capitol he denied, for an all-ages, family-friendly drag show. He said this planned event was not as well known, but that he believed it was the right thing to do despite being at risk of getting sued.

Steen, appointed in 2021 to serve as DAS director in Reynolds’ administration, said he led some of the major policies changing state government, like the government agency restructuring [signed into law in 2023](#). Speaking with reporters, Steen said he had discussed running for the seat with Reynolds and came to a “mutual agreement” that he would resign from his position if he ran for the office.

“Today, at 10 a.m., I walked into the governor’s office and I submitted my resignation,” Steen told the crowd. “Today I walked away from a job that I loved. I walked away from a job that I loved, so I could join the fight and defend the state that I love.”

Before leading DAS, Steen [was the director of business development](#) at Syverson Strege, a financial services firm, and had previously owned a management consulting firm called 25 Connections. He also was a minor league baseball relief pitcher in 2002, playing for the Philadelphia Phillies and Batavia Muckdogs.

Steen highlighted his commitment to protecting private property rights, but did not go into detail on his views about the use of eminent domain for carbon capture pipeline projects — the subject of a contentious bill that was [vetoed by Reynolds this session](#).

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“I was working with her at this time, and I support everything that Governor Reynolds is doing,” Steen said. When asked about his views on the use of eminent domain in these projects, he said “I’m a pro-property rights, pro-private ownership person.”

Steen is the latest Republican to join the field of GOP candidates seeking to take the mantle from Reynolds [after she announced she would not run](#) for reelection in 2026. [U.S. Rep. Randy Feenstra](#) and [state Sen. Mike Boussetor, R-Ankeny](#), currently have “exploratory” committees for governor, while [Rep. Eddie Andrews, R-Johnston](#), and former state legislator Brad Sherman have announced campaigns.

[Iowa Auditor Rob Sand](#) is considered the current frontrunner to become the Democratic gubernatorial candidate. [Former political operative Julie Stauch](#) and [Democrat Paul Dahl](#) are also running to become the party nominee.

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**ROBIN OPSAHL**  

Robin Opsahl is an Iowa Capital Dispatch reporter covering the state Legislature and politics. They have experience covering government, elections and more at media organizations including Roll Call, the Sacramento Bee and the Wausau Daily Herald.

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https://www.mississippivalleypublishing.com/daily_democrat/gubernatorial-candidate-adam-steen-makes-campaign-stop-in-fort-madison/article_80750df4-3750-4e06-b05a-104988af9d30.html

FEATURED

Gubernatorial candidate Adam Steen makes campaign stop in Fort Madison

Brad Vidmar bvidmar@thehawkeye.com
Oct 21, 2025



1 of 4
< >

Republican gubernatorial candidate Adam Steen talks during a campaign stop at Sub Arena Sandwich Shop in Fort Madison on Friday, Oct. 17, 2025.
Brad Vidmar/Mississippi Valley Publishing

Adam Steen wants to be Iowa’s next Republican governor, and he made a stop in Fort Madison to make his case late last week.

Steen made a campaign stop at the Sub Arena Sandwich Shop in Fort Madison on Friday night.

Over a dozen people were in attendance, and Steen took the opportunity to talk about his background and where he stands on some of the more prominent issues impacting Iowans today, and later took the time to answer questions and speak one-on-one with some attendees.

But Steen also used the opportunity to make his case as to why he thinks he is uniquely suited to be the next leader of the State of Iowa.

“I know all the (state) departments, I know all the players, I know where all the efficiencies can be gained, where more efficiencies can be gained,” Steen told the crowd.

“So on Day One, I can operate this state. I’m custom fit to assume that role right out of the gate.”

Steen grew up in Indianola, earned a college baseball scholarship, was drafted by the Philadelphia Phillies, and played a few years in the minor leagues as a relief pitcher before his baseball career came to an end.

Steen eventually launched a turkey decoy company, called The Turkey Fan, with a friend, and later owned the management consulting firm 25 Connections and served as director of business development for the financial service firm Syverson Strege.

But in 2021, Steen was appointed by Governor Kim Reynolds as director of Iowa's Department of Administrative Services (or DAS; which is generally responsible for the state's human resources, general services, central procurement, and state accounting duties) a position Steen held until resigning in August to begin his campaign to replace Reynolds after her term ends in January 2027.

After speaking about his life and background, family, and Christian faith, Steen gave attendees some insight into some of his accomplishments and controversial moves he made while serving in the DAS.

"It's a very challenging job," Steen said. "There are 350 people in my department, and we oversee 20,000 employees organizationally.

"So, the problems of the (State of Iowa), the worst ones all flowed up to my desk. And every morning at about 8 a.m., people would come in (my office), the files would come in, and we had to solve problems on a regular basis to make sure that your tax dollars were stewarded wisely."

Among some of the more controversial decisions Steen made while running the DAS, in December 2024, Steen ordered the cancellation of a holiday celebration by the Satanic Temple of Iowa at the State Capitol, as well as the cancellation of an all-ages, family-friendly drag show that was also supposed to take place.

"I was the guy at the Capitol when the Baphomet Satanic statue was in there," Steen said.

"I had several conversations with several people that led us to, ultimately, not fight the 'free speech' aspect of (that display).

"But I'm also the guy that changed the policy to make sure that we weren't going to lose a 'free speech' argument, and I'm now being sued by the Satanists for that."

Steen later told Mississippi Valley Publishing that he believed the presence of the Satanic statue and the drag show could have been harmful for children to see, and that those determinations persuaded him to cancel both events.

Steen promised to be a champion for skilled trades across the state.

"There are jobs that are open all over the place," Steen said.

"We need to get vocational studies back into 7th and 8th grade and make those (jobs) cool again. Because these kids can get jobs right out of high school and on-the-job training (and could be) making \$55,000-\$65,000 a year.

"The 'American Dream' is achievable if we look at it from that lens. It's not achievable when we force kids into four-year universities and they leave with hundreds of thousands of dollars of student loan debt and then they end up getting their job replaced by (artificial intelligence programs)."

Steen also said he believes community colleges could be used to help provide more training and opportunities for those seeking careers in skilled trades and that a focus on skilled trades could help increase economic growth throughout the state.

Steen, also said he would champion the work of local churches.

"We need local churches to step up and do what local churches are supposed to do," Steen said.

"The government has infiltrated our communities. It's infiltrated our lives.

"The sole purpose of government is two things: it's to punish evil and condone good. It's not to raise our kids. It's not to help the homeless. It's not working with mental health (issues). The government has infiltrated every single area of our life, and we have to remove government and give the power back to the people.

"And that has to come from local churches. We got to get churches to rise up, speak Biblical truth, talk about challenges like real human beings, and not being afraid to say what needs to be said.

"We have sat back for too long and allowed the government to come in and take over for what it is that we are supposed to be doing as people."

Steen later clarified that he believes local churches should step up and work to take care of mental health and homelessness issues across the state by donating to non-profits with experts in those fields as opposed to government agencies Steen believes would be less successful in those missions.

When shifting to policy issues, Steen said having a governor willing and able to work with their legislature is crucial and that he has experience working with both Republicans and Democrats.

Steen said he opposes eminent domain laws and wants to help property owners protect their rights and ability to resist unwanted intrusion and use of their land by entities against their wishes.

Steen said he is also in favor of property tax reform.

“There are some bills that are being introduced this legislative session that we hope moves the needle on property tax reform,” Steen said.

“We need lower property taxes. We need different formulas in there. But I will say this, through and through, for the property tax issue: we need to elect good people onto school boards, in county supervisor seats, and in city council seats.

“Those three areas account for, if not 100% of your property taxes spent, darn near 100% of your property taxes spent. So if you don’t elect the right people in those down-ballot positions, we’re starting from behind.”

Steen also shared his views on education.

“I am very much a pro school choice advocate,” he said. “I believe parents need to be raising their kids; parents need to be working with their kids.

“And I also believe that teachers need to be allowed to teach. Not (teaching) some sort of curriculum coming in and forcing you into a box and forcing teachers not to use their gifts and talents to teach their students how they need to be taught.”

Steen later told Mississippi Valley Publishing that, while he is aware of concerns some in the state have about reforms to the state’s area education agencies (AEAs) and the state’s private school vouchers program, he believes the AEAs could have been spending less of their money on administrative costs and positions and that the free market will likely dissuade private schools from enacting excessive tuition hikes that could leave students with less money from the state to use towards a private school education.

Steen noted that his two sons attend public schools themselves, but said he believes the competition from private schools will lead to better public schools.

Speaking on the topic of water and soil quality, Steen said he has been speaking with a group of individuals he calls “trusted advisers that have a detailed perspective into what’s going on in our soils and what’s leaking into our water system right now.”

“And I’ll tell you right now: I’m not putting that on the backs of our farmers,” Steen said.

“There are toxins in our soils that aren’t from farmers. There’s toxins from a lot of different things. And we need to figure that out, get that solved, and move that forward.”

Steen noted that his father passed away three years ago from kidney cancer, that his illness was not believed to have been passed down from previous generations, and that his mother is a recent breast cancer survivor.

“There is something going on (with cancer rates in Iowa),” Steen said. “We need to solve it for the future of our children.”

Steen said one possible solution to the question of potentially cancerous farm runoff that he has been made aware would be the implementation of 60-80 foot buffer strips between farmland and water sources.

“(Those buffer strips) will filter out 90% of the chemicals that are going into that water,” Steen said.

“That’s oversimplifying a solution to the problem, but buffer strips is a potential solution to that problem right out of the gate. We just need to be having the right conversations to make sure that we’re getting some sort of better result.”

When asked about the state’s law banning abortions six weeks after conception, Steen said the law was the step in the right direction but that he would be in favor of further restrictions.

“I’m a life-at-conception-guy through and through,” Steen said. “The ‘Heartbeat Bill’ /six-week-ban was wonderful, but we’re not going far enough.

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"I would be an advocate for pushing that forward so that we could protect life at conception with no exceptions."

Steen also said he was a supporter of President Donald Trump and his agenda on the federal level, and later told Mississippi Valley Publishing that he supports the Trump Administration's continued efforts to deport migrants living in this country without legal citizenship status.

Steen also told Mississippi Valley Publishing that, while he is in favor of medical marijuana in Iowa, he is not in favor of legal recreational marijuana and that he would support efforts to ban cannabis products that are currently being legally sold and consumed in Iowa, including Delta-8.

And when speaking about the legacy of Governor Reynolds as her time leading the state draws closer to its end, Steen said he plans to honor Reynolds' legacy while still carving out his own path if elected as Iowa's next governor.

"I was very open when I announced I was running for governor that I would honor the legacy of Kim Reynolds," Steen told Mississippi Valley Publishing.

"But I am my own person, I've got my own ideas, I've got things that I want to take that she has established and move it forward in a (bigger way).

"So, we'll honor her legacy through and through. I think she has been an unbelievable champion for many conservative issues and conservative values.

"And to honor that, to hold that, and to take that to the next level is my goal."

bvidmar

EXHIBIT T

Before the Iowa Office of Civil Rights

Complainants, Mortimer Adramelech and The Satanic Temple, Inc. v. Respondent, Iowa Department of Administrative Services, Adam Steen, and the Office of the Governor of the State of Iowa	CP#s: #07-25-84063 <i>and</i> #07-25-84064 Notice of Supplemental Authority
--	--

Complainants (Mortimer Adramalech and The Satanic Temple of Iowa) submit the following and attached articles and video of Adam Steen as important additional evidence that speaks directly to the pretextual nature of the claim that their application was denied because the Respondents believed that the costume contest violated the Memorandum of Understanding.

Complainants reiterate that even without this additional evidence, the belief that the costume contest would involve violence to children itself was based on discriminatory stereotypes, which were completely unfounded and untrue. The record shows Complainants made it clear to the Respondents that the costume contest would involve or depict absolutely no harm to children in any way, and nevertheless even offered to remove the costume contest altogether to take the issue off the table. Yet, the Respondents still denied the Complainants' application.

A video recorded of a press conference held at the Iowa Capitol regarding Complainants is being provided. The following is a quotation excerpt from Adam Steen's comments:

"One of the most divisive issues in the state over the last couple years and the attempts of the so-called Satanic church has been denied again. No more marketing to children. No more trying to get them to create Satanic symbols, sing Satanic hymns, partake in Satanic rituals. No more having youth involved in costume contests and defending weapons, used to abuse youth."

This quote makes clear that Steen's objection was to Complainants' religion itself, as well as Complainants' expression and exercise of that religion through a family-friendly religious ceremony and gathering, involving ornament making, a ritual procession, craft activities, and costume contest. He characterized these religious expressions as "marketing to children", "trying to get them to create Satanic symbols, sing Satanic hymns, partake in Satanic rituals." His comments regarding the costume contest specifically state that his objection was not a fear of actual violence against children, but the mere involvement of children in their family's religious gathering through participation in the costume contest. Finally, Steen's comment that he objected to "defending weapons, used to abuse youth" is clearly referencing his objection to the inclusion of the Krampus figure itself, as a concept, and not any actual belief that the costume contest would involve abuse of children.

Steen's comments were reported by the following outlets:

O. Kay Henderson, *Iowa officials say no to Satanic Temple's event in Capitol*, Radio Iowa, (Nov. 24, 2025), <https://www.radioiowa.com/2025/11/24/iowa-officials-say-no-to-satanic-temples-event-in-capitol/>

Robert Leonard, *Who is the Greater Threat to Children, the Satanic Temple of Iowa, or MAGA Legislators?*, Deep Midwest: Politics and Culture, (Nov. 24, 2025), <https://youtu.be/jDrGaZk4gtw>

Robert Leonard, *Who is the Greater Threat to Children, the Satanic Temple of Iowa, or MAGA Legislators?*, Deep Midwest: Politics and Culture, (Dec. 13, 2025),

https://rleonard.substack.com/p/who-is-the-greater-threat-to-children?utm_medium=email

Respectfully submitted,

/s/ Shefali Aurora

Shefali Aurora, AT00012874

/s/ Rita Bettis Austen

Rita Bettis Austen, AT0011558

ACLU of Iowa Foundation, Inc.

505 Fifth Ave., Ste. 808

Des Moines, IA 50309-2317

Telephone: (515)243-3988

Fax: (515) 243-8506

Email: Shefali.Aurora@aclu-ia.org

Email: Rita.Bettis@aclu-ia.org

**Additional Info
Received 5.19.26**

Complainant Email

Fwd: New Complaint to file

1 message

Ubaldo, Ramona <ramona.ubaldo2@iowa.gov>

Wed, May 20, 2026 at 7:58 AM

To: ICRC Iowa Civil Rights Commission <icrc@iowa.gov>, Ramona Ubaldo <ramona.ubaldo2@iowa.gov>

New Filing :)

Please direct all email communications to our group email box at icrc@iowa.gov, rather than my email directly. This allows our entire team to have timely access to correspondence received and ensures continuity in case handling.

Warm Regards,**Ramona Ubaldo****Iowa Office of Civil Rights****6200 Park Avenue, Suite 100****Des Moines, Iowa 50321-1270****515-281-4430 direct extension****515-281-4121 office main line**ramona.ubaldo2@iowa.gov | <https://icrc.iowa.gov>

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----- Forwarded message -----

From: **Shefali Aurora Wagner** <shefali.aurora@aclu-ia.org>

Date: Tue, May 19, 2026 at 4:23 PM

Subject: New Complaint to file

To: Ubaldo, Ramona <ramona.ubaldo2@iowa.gov>

Good afternoon Ramona,

Could you please have the attached Complaint filed for me?

We have two connected complainants. One on behalf of Mortimer Adramelech and the other on behalf of The Satanic Temple of Iowa. In our previous case with these two complainants, I believe you just made a copy of the documents filed to open the second complainant's case. Would you be able to do that again, or should we file a second case separately? If you need anything else from me to open these cases, please let me know.

Thank you!

Shefali Aurora Wagner

Senior Staff Attorney

Pronouns: she/her/hers

ACLU of Iowa

505 Fifth Avenue, Ste. 808

Des Moines, IA 50309-2317

www.aclu-ia.org



Exhibit 1- 2026 Application.pdf



Exhibit 2- 2026 Application Compilation.pdf



Exhibit 3- 2025 Complaint & Exhibits.pdf



The Satanic Temple 2026 Complaint.pdf

480K

Additional Information Received 6.24.26

ICRC Questionnaire Responses



Iowa Civil Rights Commission, ICRC <icrc@iowa.gov>

Questionnaire Responses for Cases 85818 and 85819

1 message

Shefali Aurora <shefali.aurora@aclu-ia.org>

Wed, Jun 24, 2026 at 4:19 PM

To: "Smith, Kaitlin" <Kaitlin.smith@iowa.gov>, "Ubaldo, Ramona" <ramona.ubaldo2@iowa.gov>, "Iowa Civil Rights Commission, ICRC" <icrc@iowa.gov>

Cc: Rita Bettis Austen <rita.bettis@aclu-ia.org>, Matt Kezhaya <matt@kezhaya.law>, Maria Bottino <maria.bottino@aclu-ia.org>

Good afternoon,

Please see the attached Complainant's responses to the ICRC questionnaire in the following two cases:

Case Number: 85819

MORTIMER ADRAEMELECH VS. IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ET AL.

Case Number: 85818

THE SATANIC TEMPLE, INC VS. IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ET AL.

Please let me know if you need anything further.

Thank you,

Shefali Aurora Magner

Senior Staff Attorney

Pronouns: she/her/hers

ACLU of Iowa

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Des Moines, IA 50309-2317

www.aclu-ia.org

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3 attachments



PastedGraphic-1.tiff
10K



Questionnaire Adramelech v. IDAS Case no. 85819.pdf
140K



Questionnaire TST v. IDAS Case no. 85818.pdf
136K

Public Accommodations- Background questionnaire
Complainant Questions- Case Number: 85819
MORTIMER ADRAMELECH VS. IOWA DEPARTMENT OF ADMINISTRATIVE
SERVICES ET AL.

1) Describe the incident in question. Include as many details as possible regarding the date, location, and individuals involved.

The Iowa Department of Administrative Services (IDAS) continues to deny services and public accommodations to the Iowa congregation of The Satanic Temple (TST), both (1) on the basis of our religion and/or their perception of our religion and (2) in retaliation for our prior reports of discrimination. IDAS has failed to grant, respond to, or even acknowledge the 2026 event application by TST for a holiday display and event in the Capitol Building Rotunda. This denial of services is ongoing.

On March 7, 2026, we properly submitted a Capitol Building Application to hold an event in the 1st Floor Rotunda—East entitled TST Iowa Holiday Display Day (the “Event”) on December 12, 2026, to the Capitol Complex events office (capitol.complex.events@iowa.gov).

As of June 23, 2026, more than three months after we submitted our request, we have not received any response to our application. Other organizations filing applications around the same time as TST have had events approved on the Capitol Complex events calendar as far out as January and February 2027. Respondents’ ongoing disparate and worse treatment of TST is on the basis of TST’s religion and/or its perception of TST’s religion, and violates the Iowa Civil Rights Act.

As a matter of process, when IDAS receives an application, the events coordinator acknowledges receipt and adds the event on the calendar within one to two business days. This has been the case with all of the other applications filed we were able to review through a request for documents related to other organizations’ applications through Iowa’s Open Records Act, chapter 22 of the Iowa Code. No other applications went completely unanswered. In our case, IDAS has refused to even acknowledge receipt of our event application, let alone add the event to the calendar.

Respondents’ ongoing failure to respond is preventing TST from scheduling our event.

IDAS has also previously denied our applications based on religious discrimination. IDAS, through its previous Director, also denied our 2025 application to hold a holiday display and event in the Iowa Capitol Building Rotunda—both (1) on the basis of our religion and/or their perception of our religion and (2) in retaliation for our prior reports of discrimination. We incorporate all evidence from our previous cases CP# 85526 & CP# 85468. These previous denials are also described below.

On September 29, 2025, we properly submitted a Capitol Building Application to hold an event in the 1st Floor Rotunda—East entitled TST Iowa Holiday Display Day (the “Event”) on December 13, 2025. In our application, the Event was described as follows: TST Iowa’s holiday display will include an itinerary for the day with ritual, Krampus costumes, caroling, and other family-friendly activities such as coloring pages, and make and take ornaments. Our application stated that everything was family-friendly, and our display would always be attended to by at least one member of our congregation.

On October 29, 2025, Suzy Trotter, the Capitol Complex Events Coordinator for IDAS, informed us that the event had been added to the Capitol Complex Events Calendar and requested us to complete and submit a Memorandum of Understanding (“MOU”) “with a sketch and/or details of the event.” We submitted the requested MOU and information on November 4, 2025. On November 6, 2025, she requested additional information about the event. On November 11, 2025, I provided the requested information. On November 24, 2025, I received an email from Suzy Trotter stating “this request is not approved. If you have any questions contact Director Campbell at mark.campbell@iowa.gov.” They provided no further information on the basis for denial. We believe this discrimination, on the basis of our actual and perceived religion and retaliation, violated our rights under the Iowa Civil Rights Act.

IDAS also denied the TST application to hold a holiday display and event in the Iowa Capitol Building Rotunda in 2024—both (1) on the basis of our religion and/or their perception of our religion and (2) in retaliation for our prior reports of discrimination.

On June 10, 2025, we filed a civil rights complaint against Adam Steen, IDAS, and IGOV for the discriminatory denial of our 2024 event application. We incorporate here the allegations from those complaints. (CP# 07-25-84063 & 07-25-84064). On November 24, 2025, the OCR provided its Tier 1 Investigative Report, recommending further investigation in the cases.

In 2024, TST Iowa submitted its application on October 7, 2024, months in advance. We completed all requested forms and provided supplementary information and materials on October 21, 2024. With no response, we followed up to check on the status of our application on November 4, 2024, and again on November 12, 2024. It was not until December 3, 2024, mere weeks prior to the planned event date, that IDAS requested still more information about the Event, which we provided immediately, and then not until December 10, 2024, days prior to the planned Event-date, that IDAS issued its summary denial. All our attempts to resolve the purported concerns were ignored.

This timeline indicates that Respondents never intended to consider our application seriously or fairly, but instead always intended to deny it. The timeline also indicates that Respondents intentionally delayed in communicating their decision to us, in contrast to a more typical timeline to process other event applications for individuals and groups associated with, or perceived to be associated with, non-Satanic religions. They did so because it left us scrambling to try and appease their concerns by modifying the Event at the last minute, and excused them from the embarrassment of drawn-out publicity concerning their unwarranted cancellation and their ongoing refusal to engage with us on the Event. By delaying, they were able to ignore us and refuse to entertain our offers to, for example, omit the costume contest and reschedule. In part through this delay, Respondents were able to prevent the Event entirely and deprive us of equal access to the Capitol during the 2024 and 2025 holiday season.

In 2023, TST’s Iowa holiday display at the Iowa State Capitol was destroyed by an individual who admitted that he did so because of our religion, referring to his actions as “Christian civil disobedience.”

2) What service were you seeking, and where did you go to get the service?

On March 7, 2026, we properly submitted a Capitol Building Application with IDAS, the Capitol Complex events office (capitol.complex.events@iowa.gov), to hold an event in the 1st Floor Rotunda–East entitled TST Iowa Holiday Display Day (the “Event”) on December 12, 2026.

3) Who denied you the service?

Iowa DAS, through Suzy Trotter, the Capitol Complex Events Coordinator at the Iowa Department of Administrative Services—likely under the direction of Mark Campbell, Director of the Iowa Department of Administrative Services, has failed to acknowledge or respond to our application, which was submitted more than three months ago.

4) What is that person’s religion?

Based on publicly available information, Suzy Trotter is a member of Sacred Heart Catholic Church in Newton, Iowa where she holds an active and ongoing volunteer role spanning several years. Mark Campbell’s religion is unknown to me.

5) When were you notified that the service would not be provided to you?

IDAS has failed to provide its normal services or public accommodations to TST: it has still not even acknowledged or responded to our application. We cannot proceed with scheduling our event.

6) How were you notified?

IDAS has still not even acknowledged or responded to our application. We cannot proceed with scheduling our event.

7) What reasons were you given for the denial? Include all reasons.

As of June 23, 2026, IDAS has still not even acknowledged or responded to our application. We cannot proceed with scheduling our event. This ongoing denial of services and public accommodations to TST is consistent with its past denials and constitutes an ongoing denial. It is based on our religion and Respondents’ perception of our religion and in retaliation for our prior reports of religious discrimination as prohibited under the ICRA, as supported by Respondents’ statements.

8) Why do you believe you were denied services? Why do you think this is? Be specific.

I believe IDAS is refusing to respond to our application on the basis of our religion and/or their perception of our religion and in retaliation for our prior reports of religious discrimination in public accommodations, as well as due to public pressure from Adam Steen. We cannot proceed with scheduling our event.

9) Were you qualified for service? X Yes ___ No If not, did the Respondents know this?

10) Why do you feel you were qualified for service?

Respondents allow various organizations (including religious ones) to hold events at the Iowa State Capitol building. Our organization is and was qualified for this service because we submitted our event application well in advance and we met every published requirement for reserving space in the Capitol Rotunda. The activities outlined in our itinerary (ritual, caroling, costume contest, arts and crafts) are and were explicitly designed to be family-friendly.

TST Iowa submitted its application on March 7, 2026, well in advance of the event date. Yet, unlike the services and public accommodations offered to every other applicant who does not share our religion, as of June 23, 2026, more than three months after we submitted our application, we have not even received any response to our application.

11) Has anyone else (no more qualified than you) received the service? Explain.

Yes. Other non-religiously affiliated and religiously affiliated groups were approved for similar events in the Capitol Rotunda. Religiously affiliated groups who received the services include: “Christmas Carols by Red Oak Mennonite Youth Group”, “Caroling by Madrid High School Choir Department”, “Governor’s Office Christmas Tree Lighting”, “Dia de los Muertos Tribute Ofrenda by Iowa Coalition Against Domestic Violence”, “Iowa Capitol National Day of Prayer by The FAMiLY Leader”, “Conquering our City through Prayer by Pastors and Ministers Alliance”, “Prayer Rally for Life by Iowa Coalition of Pro-Life Leaders”, “Gather at the Gate by Church Ambassador Network”, and “Iowa State Capitol Bible Reading Marathon by Iowa 99 County Bible Reading Marathon”.

These events, like ours, were open to the public, religious in nature, and accessible to minors, but none were denied on the basis of MOU section 5.15.

Additionally, many other groups have submitted applications around the same time or earlier than us and received responses within one to two business days. Organizations have had events placed on the calendar as far out as January and February 2027. We have not received a response, and our application was submitted over three months ago. As a matter of its normal process, when DAS receives an application, the events coordinator acknowledges receipt and places the event on the calendar within one to two business days. This has been the case with all of the applications we were able to review following our Chapter 22 open records request. We did not see any application that just went completely unanswered, other than ours. In our case, DAS has refused to even acknowledge receipt of our event application, let alone add it the event on the calendar.

12) What is that person’s religion?

The organizations and their religious affiliations are provided above.

If you have any other information that would help your case that was not adequately covered in the answers to the questions, please provide that information here or on a separate sheet of paper.

Public Accommodations- General Treatment
Complainant Questions- Case Number: 85819
MORTIMER ADRAMELECH VS. IOWA DEPARTMENT OF ADMINISTRATIVE
SERVICES ET AL.

1) How were you treated differently because of your religion? Give specific details.

From the start, our event was treated with suspicion and unusual delay because it was organized by The Satanic Temple Iowa (“TST Iowa”). Satanism is a religion openly disfavored by Iowa’s Governor, state officials, and IDAS leadership. When we applied on March 7, 2026, our event was similar in scope and format to many other religious holiday events held at the Capitol. We planned to play music, encouraged seasonally appropriate costumes, perform a ritual (this, as explained to Respondents, was to be simply a procession, or walk, to our display using a flameless candle), and also offered arts and crafts activities for families.

As a matter of process, when DAS receives an application, the events coordinator acknowledges receipt and places the event on the calendar within one to two business days. This has been the case with all of the applications we were able to review. We did not see any application that went completely unanswered. In our case, DAS has refused to even acknowledge receipt of our event application, let alone place the event on the calendar more than three months after we submitted the application.

Because TST Iowa is a Satanic group, our application was processed very differently from similar applications; we were treated differently based on our religion.

2) How were you treated differently than persons who are different from you in religion?

Other religiously affiliated groups were approved for similar events in the Capitol Rotunda, including “Christmas Carols by Red Oak Mennonite Youth Group”, “Caroling by Madrid High School Choir Department”, “Governor’s Office Christmas Tree Lighting”, “Dia de los Muertos Tribute Ofrenda by Iowa Coalition Against Domestic Violence”, “Iowa Capitol National Day of Prayer by The FAMiLY Leader”, “Conquering our City through Prayer by Pastors and Ministers Alliance”, “Prayer Rally for Life by Iowa Coalition of Pro-Life Leaders”, “Gather at the Gate by Church Ambassador Network”, and “Iowa State Capitol Bible Reading Marathon by Iowa 99 County Bible Reading Marathon”.

These events, like ours, were open to the public, religious in nature, and accessible to minors, but none were denied on the basis of MOU section 5.15. We did not see any application that just went completely unanswered. In our case, DAS has refused to even acknowledge receipt of our event application, let alone place the event on the calendar.

3) Who treated you differently? List those persons who treated you differently by name, position, religion?

IDAS through Suzy Trotter, the Capitol Complex Events Coordinator at the Iowa Department of Administrative Services—likely under the direction of Mark Campbell, Director of the Iowa Department of Administrative Services.

4) Describe all of the ways that you were treated differently because of your religion. Include dates, times, locations and names and titles of all person involved.

In June 2024, we applied to hold a four-day reading marathon of *Paradise Lost* (a core religious text for The Satanic Temple). IDAS changed its event policy to prohibit multi-day events and limit each group to one event per year, the same day that our *Paradise Lost* event was added to the Capitol Events calendar. Also, our event request for the holiday display at the Capitol for December 14, 2024, was denied.

The Iowa State Capitol building allows various organizations (including religious ones) to hold events. Our organization was qualified for this service because we submitted our event application well in advance and signed a Memorandum of Understanding. We met every published requirement for reserving space in the Capitol Rotunda. Our application was submitted months in advance, and we were prompt in responding to each of IDAS's requests for additional information. The activities outlined in our itinerary (ritual, caroling, costume contest, arts and crafts) were explicitly designed to be family-friendly. The denial email from Suzy Trotter did not explain why our application was denied and seemed intentionally succinct.

TST Iowa submitted its application on September 29, 2025, well in advance of the event date. On October 29, 2025, Suzy Trotter, the Capitol Complex Events Coordinator for IDAS, informed us that the event had been added to the Capitol Complex Events Calendar and requested us to complete and submit a Memorandum of Understanding ("MOU") "with a sketch and/or details of the event." We submitted the requested MOU along with our planned event itinerary, and two photos of elements of our holiday display on November 5, 2025. On November 6, 2025, Suzy Trotter requested additional photos and details about our event, which we submitted on November 11. We received an out-of-office message from Suzy Trotter that same day informing us the State of Iowa offices are closed for Veterans Day and that they will return to the office on November 12, 2025. We did not hear from Suzy Trotter or IDAS again until the denial email on November 24, 2025.

On March 7, 2026, we properly submitted a Capitol Building Application to hold an event in the 1st Floor Rotunda-East entitled TST Iowa Holiday Display Day (the "Event") on December 12, 2026, to the Capitol Complex events office (capitol.complex.events@iowa.gov).

As of June 23, 2026, over three months later, we have not received any response to our application. Other organizations have had events approved on the calendar as far out as January and February 2027.

5) Why do you believe you were treated differently?

Our application was completely ignored on the basis of our religion and/or their perception of our religion, and in retaliation for our prior reports of religious discrimination in public accommodations. We have still not received any response to our application. We cannot proceed with scheduling our event.

6) Did you complain to anyone at the time about the way you were treated? If so, to whom did you complain and what was the response you received?

Because this functional denial of our application came AFTER our complaint and screening decision by the IOCR regarding the 2024 denial, our objections were already well known to the respondents.

If you have any other information that would help your case that was not adequately covered in the answers to the questions, please provide that information here or on a separate sheet of paper.

Provided to the IOCR in attachments hereto, to the Complaint, and in, and to, the incorporated Complaints and attachments related to this ongoing denial of public accommodations and services by Respondents beginning in 2024. (*See CP# 07-25-84063, CP# 07-25-84064, CP # 85526, and CP # 85468*).

**Additional Info
Received 07.02.2026**

Complainant Email

Subject: Fwd: Supplemental Exhibit for Cases 07-25-84064 and 07-25-84063
From: "Smith, Kaitlin" <kaitlin.smith@iowa.gov>
To: ICRC Iowa Civil Rights Commission <icrc@iowa.gov>
Date Sent: Thursday, July 2, 2026 2:09:25 PM GMT-05:00
Date Received: Thursday, July 2, 2026 2:10:07 PM GMT-05:00
Attachments: TST Supplemental Exhibits W and X.pdf, Exhibit X- May 2026 Gazzette Article.pdf

To be filed.

----- Forwarded message -----

From: **Shefali Aurora Magner** <shefali.aurora@aclu-ia.org>
Date: Thu, Jul 2, 2026 at 1:52 PM
Subject: Supplemental Exhibit for Cases 07-25-84064 and 07-25-84063
To: Smith, Kaitlin <Kaitlin.smith@iowa.gov>, Rita Bettis Austen <rita.bettis@aclu-ia.org>, Matt Kezhaya <matt@kezhaya.law>, Maria Bottino <maria.bottino@aclu-ia.org>

Good afternoon Kaitlin,

Please see the attached Exhibits W and X. Based on new developments, we would like to include Exhibits W and X as additional exhibits to supplement our Complaint in both Case Number: 07-25-84064 MORTIMER ADRAMELECH VS. IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ET AL, and Case Number: 07-25-84063 THE SATANIC TEMPLE, INC VS. IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ET AL.

We would also like to cross-file these with our complaint in cases CP 85468, CP 85526, CP 85818, and CP 85819.

Please let me know if you need anything further.

Thank you!

Shefali Aurora Magner

Senior Staff Attorney

Pronouns: she/her/hers
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 Exhibit W.mov

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Iowa Office of Civil Rights
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Exhibits W & X Notice of Supplemental Authority

Before the Iowa Office of Civil Rights

Complainants, Mortimer Adramelech and The Satanic Temple, Inc. v. Respondent, Iowa Department of Administrative Services, Adam Steen, and the Office of the Governor of the State of Iowa	CP#s: #07-25-84063 <i>and</i> #07-25-84064 Notice of Supplemental Authority
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Complainants (Mortimer Adramalech and The Satanic Temple of Iowa) submit the following attached article and video of Adam Steen as important additional direct evidence that speaks directly to the motivations and views of Respondents regarding the religion of Complainants, their perceptions of the religion of Complainants, and the pretextual nature of the claim that their application was denied, retaliatory basis for changing the policy governing events and displays, and parties involved in the decision-making.

At a recent campaign event on May 25th, 2026 (video attached as Exhibit W), Steen specifically discussed The Satanic Temple's application. It is captioned: "Adam Steen talks about addressing request for displays at the Iowa Capitol in past role." Steen states in the video:

"You don't even have to stand near...your display. And I'm like, well, that's a very terrible policy. It leaves us exposed to a lot of different things. And sure enough, the Satanic Temple shows up and they reserve space at the capital for the Baphomet statue. It's the...devil goat thing. And I called the attorney general's office. I called the governor's office. I called the leadership of the House and the Senate. We met in a boardroom and I said, 'Here we go.' Because we didn't get that policy change. We're now exposed...And so I said, 'Here's the deal, guys. I am willing to deny this. I'm willing to deny it, but we're going to...lose because we have a terrible policy in place.' I said, 'Or I can grin and bear it and we can let this thing be displayed for two weeks, but we're changing the policy'...We changed the policy. I took policy from Florida. I took policy from Texas. We put it into one. I gave the DAS director, who I was at the

time, discretion to determine if something was harmful to minors or obscene material. I gave myself the ability to do that. We actually had a tight policy. And you know what happened? The next thing that was requested was an all ages family-friendly drag show. I denied that per the policy. Didn't get sued for that. The...Satanic Temple shows up. They requested a 3-day reading of Paradise Lost. I had taken the policy and crammed it down to a one-day display. So, you couldn't display anything for 14 days anymore. It had to be one day. So, they came back— 3-day reading of Paradise Lost. Nope.”

The Gazette, *Adam Steen talks about addressing request for displays at the Iowa Capitol in past role*, Youtube (May 26, 2026),
https://www.youtube.com/watch?v=CH_zjlcF-6A

The Gazette reported on the video from Steen’s event (article attached as Exhibit X).

Erin Murphy, *Steen expects low turnout, targets late-deciding Iowa voters*, The Gazette (May 26, 2026),
https://www.thegazette.com/news/elections/state/steen-expects-low-turnout-targets-late-deciding-iowa-voters/article_996e1b37-271d-4ec9-935b-64c483d5024e.html

Respectfully submitted,

/s/ Shefali Aurora
Shefali Aurora, AT00012874

/s/ Rita Bettis Austen
Rita Bettis Austen, AT0011558

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Telephone: (515)243-3988
Fax: (515) 243-8506
Email: Shefali.Aurora@aclu-ia.org
Email: Rita.Bettis@aclu-ia.org

Exhibit X- Steen Gazette Article

https://www.thegazette.com/news/elections/state/steen-expects-low-turnout-targets-late-deciding-iowa-voters/article_996e1b37-271d-4ec9-935b-64c483d5024e.html

✓ Why you can trust The Gazette

Steen expects low turnout, targets late-deciding Iowa voters

Steen is 1 of 5 Republicans running for Iowa governor in the June 2 primary election

Erin Murphy
Gazette Des Moines Bureau
May 26, 2026

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Adam Steen, a Republican candidate for governor, speaks during a campaign event Monday at Whiskey River in Ankeny.

Erin Murphy/The Gazette

ANKENY — Adam Steen senses apathy in Iowa voters that could lead to low turnout in next Tuesday's primary election.

That makes the scramble for likely but still undecided voters all the more important, Steen, one of five Republican candidates for Iowa governor, said Monday night after a campaign event at an events space here.

"There is a ton of apathy out there, a scary amount of apathy. Now why is that? I don't know," Steen told reporters after Monday night's event. "There's a ton of apathy. I think we'll probably see it in the voter turnout in the primary, and then job No. 1 is to get more enthusiasm and excitement out there in the general (election)."

Steen, a former state agency director from Runnells, addressed roughly 50 people for roughly two hours Monday night as part of his blitz of events leading to Tuesday's primary election. Monday night's was one of 37 events his campaign has scheduled throughout the state over these final two weeks, including Election Day.

Also seeking Iowa Republicans' nomination for governor are U.S. Rep. Randy Feenstra, of Hull; business owner Zach Lahn, of Belle Plaine; pastor Brad Sherman, of Williamsburg; and state legislator Eddie Andrews, of Johnston.

Republican Iowa Gov. Kim Reynolds, who has held the office since 2017, is not seeking re-election. Rob Sand, the Iowa state auditor from Decorah, is the lone Democratic candidate for governor.

While there has been no independent, public polling on Iowa's Republican gubernatorial primary campaign, multiple campaigns have told The Gazette they believe there remains a large percentage of undecided voters just days before the election. Steen said Monday his barnstorming tour and TV ads were designed to capture as many of those undecided voters as possible.

"We assume that Iowa is sort of a late-break voting base, and that's why this last week we're hitting the airwaves with TV ads. Because we've got them all cut; we want to get as many out there as possible," Steen said. "But we did also spend a very large amount of time on the grassroots infrastructure ground game. I mean, you drive around the state, there's Adam Steen signs everywhere. It's the hard work we put in."



Iowa Republican gubernatorial candidate Adam Steen speaks Monday during a campaign event in Ankeny.
Erin Murphy/The Gazette

During his remarks and Q&A with Monday night's crowd, Steen touched on his familiar campaign themes of touting his experience in business and as a state agency leader, and the central role his faith plays in his life. He had pointed criticisms for Feenstra, the perceived front-runner in the Republican primary, and Sand, who will face the GOP primary winner in this fall's general election.

Steen told the gathering that he believed he and his campaign had done everything in their power to be competitive when the votes are tallied next week.

"We've worked incredibly hard over the last nine and a half months. But we've got eight days left, and I can stand here right now, and I can say with absolute confidence that I am at absolute peace with everything that we've done," Steen said. "I can tell you right now that I go home every night and I lay my head down

knowing I've kept my integrity, I didn't bend my morals, I didn't compromise my values, and I'm at absolute peace that we've done everything we've known how to do.

"We got eight days left, and we're leaving it all on the field. That's how I roll."



Iowa Republican gubernatorial candidate Adam Steen talks about how as former Iowa Department of Administrative Services Director he addressed requests for displays at the Iowa Capitol by the Satanic Temple during an event on May 25, 2026 in Ankeny, Iowa.

Erin Murphy
The Gazette

Erin Murphy covers state government and politics for The Gazette. He can be reached at erin.murphy@thegazette.com or (515) 355-1300.

Erin Murphy

Des Moines Bureau Chief

Correspondence with Parties

Docketing Letters



STATE OF IOWA

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

KRISTEN STIFFLER, EXECUTIVE DIRECTOR

05/28/2026

Mortimer Adramelech
C/O Matt Kezhaya, 150 S. Fifth St, Suite 1850
Minneapolis, MN 55402

RE: CP# 85819

Mortimer Adramelech v. Iowa Department of Administrative
Services

Mortimer Adramelech:

The Iowa Office of Civil Rights (IOCR) has received your completed complaint form. You have stated Iowa Department of Administrative Services has violated the Iowa Civil Rights Act by discriminating against you. A date-stamped copy of the complaint and an outline of the complaint process are enclosed. If there is an EEOC # at the top of this letter, we have also filed your complaint with the US Equal Employment Opportunity Commission (EEOC).

The IOCR is an investigative law enforcement agency. Our office does not represent you or the respondents in this case. Our role is to conduct a neutral investigation of any conduct covered by the Iowa Civil Rights Act. We will collect information that could include statements, documents, and witness names and statements to aid us in our investigation.

ACTION NEEDED: You will be provided with a Questionnaire seeking additional information about your claims, which will assist our office in our investigation. Please complete this set of questions and return within thirty (30) days of the date of this letter. It is important that your responses to the questionnaire are clear and contain complete information. Further, please send any supporting evidence you have with the questionnaire response (e.g. statements, documents, witness names and/or statements). Email submissions to icrc@iowa.gov are preferred. Please keep a copy of everything you submit to this office. All other submitted documentation should be on "8½" by 11" paper and not include staples. Whenever contacting our office, please provide the CP# cited above.

Once the investigation is complete, an Agency determination will be made based on the information submitted by both you and the Respondent. You and the Respondent will receive written notice of the outcome of the investigation.

If you want to bypass the administrative investigative process, you may request a letter granting you the right to sue in State District Court. Please read the enclosed Information Sheet regarding Right-to-Sue letters.

Iowa Office of Civil Rights, 6200 Park Avenue, Suite 100, Des Moines, Iowa 50321-1270
515-281-4121 / 1-800-457-4416 / Fax 515-242-5840 / icrc@iowa.gov



STATE OF IOWA

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

KRISTEN STIFFLER, EXECUTIVE DIRECTOR

PLEASE NOTE: You are responsible for keeping us notified of any changes of address or telephone numbers. If you do not, this may be considered as a failure to cooperate with the investigation and may result in our closure of your file and loss of your rights under the law.

Sincerely,
Iowa Office of Civil Rights

Enclosures: Complaint Form, Complainant Questionnaire, RTS Information Sheet, Case Process Information, EEOC Information Sheet (if applicable).

CC: File

Complainant Attorney: Rita Bettis Austen, Shefali Aurora, and Thomas Story



STATE OF IOWA

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

KRISTEN STIFFLER, EXECUTIVE DIRECTOR

05/28/2026

Iowa Department of Administrative Services
1305 E Walnut St, 3rd Floor
Des Moines, IA 50319

RE: CP# 85819

Mortimer Adramelech v. Iowa Department of Administrative
Services

Iowa Department of Administrative Services:

The purpose of this letter is to provide legal service upon you as a Respondent in this case. The complaint cited above has been filed with the Iowa Office of Civil Rights (IOCR) pursuant to Iowa Code Chapter 216. A date-stamped copy of the complaint is enclosed. If there is an EEOC# printed above, then this case has also been cross-filed with the United States Equal Employment Opportunity Commission (EEOC). The IOCR has been designated as an agent of the EEOC, and has authority to serve notice of this charge for the EEOC. This letter is your notice of the EEOC charge.

Under the Iowa Civil Rights Act, the IOCR has a legal responsibility to conduct an impartial fact-driven investigation of the enclosed complaint. Enclosed you will find a Questionnaire. All Respondents who receive a Questionnaire must provide responses. Please submit the Questionnaire within thirty (30) days of the date on this letter with complete and thorough information. Documentation supporting your responses is **REQUIRED**, including all documents and/or affidavits that support your position. **Email submissions to icrc@iowa.gov are preferred.** You may also give a written statement using the questionnaire as a guide. Should you decide to provide a position statement, as opposed to providing responses to the enclosed questionnaires, please provide the identity of the employee/agent/owner of Respondent who is responsible for providing the information contained within the position paper.

PLEASE NOTE: 161 Iowa Administrative Code 3.6(1) provides: "When a complaint has been served on a respondent, the respondent shall preserve all records relevant to the investigation until the complaint is finally adjudicated, including but not limited to:

1. Any books, papers, documents, applications, forms, or records of any form that are relevant to the scope of the investigation;
2. Records relating to the complainant, other employees, applicants or members holding or seeking positions similar to that held or sought by the complainant;
3. Records relating to other applicants for the same position or membership as the complainant.

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STATE OF IOWA

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KRISTEN STIFFLER, EXECUTIVE DIRECTOR

PLEASE REMEMBER: It is a violation of both state and federal discrimination laws for any person to retaliate against Complainant for having filed a complaint of discrimination.

If you prefer to communicate with our office exclusively via email, please email icrc@iowa.gov and provide the email addresses(es) you would like us to send all future correspondence to. Whenever contacting our office, please provide the CP# cited above.

Sincerely,
Iowa Office of Civil Rights

Enclosures: Complaint Form, Complainant Questionnaire, RTS Information Sheet, Case Process Information, EEOC Information Sheet (if applicable).

CC: File

Respondent: Iowa Department of Administrative Services

Right to Sue Letter to Complainant



STATE OF IOWA

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

KRISTEN STIFFLER, EXECUTIVE DIRECTOR

07/21/2026

Mortimer Adramelech
C/O Matt Kezhaya, 150 S. Fifth St, Suite 1850
Minneapolis, MN 55402

RE: CP# 85819

Mortimer Adramelech v. Iowa Department of Administrative
Services

Mortimer Adramelech:

Enclosed is the requested Right-to-Sue letter. **The Right-to-Sue letter and issuance of a Right-to-Sue is not a finding on the merits of the charge by the Iowa Office of Civil Rights (IOCR).** Under Iowa Code Chapter 216, it is Complainant's right to receive a Right-to-Sue and the IOCR's duty to issue the Right-to-Sue. Therefore, the IOCR has administratively closed the case cited above effective the date of this letter. The IOCR will take no further action on this case.

Any party to a complaint can request a copy of the file when a Right-to-Sue has been issued. **If you or your attorney would like to obtain a copy of the file, please submit your request in writing via regular mail, fax, or email to icrc@iowa.gov (preferred).** You may opt for a paper copy or an electronic copy of the file. The copy and processing fees are as follows:

- Electronic copy of investigative files – No charge
- Photocopy of investigative files - .25¢ per page; copies of digital recordings \$15.00 per electronic storage device (hard copy); actual cost of postage.

If you opt for an electronic copy, you must provide an email address in order to receive the copy.

You have ninety days (90) from the date of this letter to initiate or file a lawsuit against the Respondent in District Court. If you have not retained an attorney, you may wish to contact the Iowa Bar Association's Lawyer Referral Services at www.iabar.net.

Thank you for your cooperation.

Sincerely,
Iowa Office of Civil Rights

Enclosure: Administrative Release (Letter of Right-to-Sue)

CC: File

Complainant Attorney: Rita Bettis Austen, Shefali Aurora, and Thomas Story

Iowa Office of Civil Rights, 6200 Park Avenue, Suite 100, Des Moines, Iowa 50321-1270
515-281-4121 / 1-800-457-4416 / Fax 515-242-5840 / icrc@iowa.gov

Right to Sue Letter to Respondent



STATE OF IOWA

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

KRISTEN STIFFLER, EXECUTIVE DIRECTOR

07/21/2026

Iowa Department of Administrative Services
1305 E Walnut St, 3rd Floor
Des Moines, IA 50319

RE: CP# 85819

Mortimer Adramelech v. Iowa Department of Administrative
Services

Iowa Department of Administrative Services:

The Complainant has requested and received a 'Right-to-Sue' letter. **The Right-to-Sue letter and issuance of a Right-to-Sue is not a finding on the merits of the charge by the Iowa Office of Civil Rights (IOCR).**

Under Chapter 216 of the Code of Iowa, it is Complainant's right to receive a Right-to-Sue and the IOCR's duty to issue the Right-to-Sue. Therefore, the IOCR has administratively closed the case cited above effective the date of this letter. The IOCR will take no further action on this case.

Any party to a complaint to request a copy of the file when a Right-to-Sue has been issued. **If you or your attorney would like to obtain a copy of the file, please submit your request in writing via regular mail, fax, or email to icrc@iowa.gov (preferred).** The copy and processing fees are as follows:

- Electronic copy of investigative files – No charge
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If you opt for an electronic copy, you must provide an email address in order to receive the copy.

Thank you for your cooperation.

Sincerely,
Iowa Office of Civil Rights

Enclosure: Administrative Release (Letter of Right-to-Sue)

CC: File

Respondent: Iowa Department of Administrative Services

Right to Sue Release to Complainant and Respondent

Administrative Release
(Letter of Right-To-Sue)

To: Mortimer Adramelech C/O Matt Kezhaya, 150 S. Fifth St, Suite 1850 Minneapolis, MN	From: Iowa Office of Civil Rights 6200 Park Avenue Suite 100 Des Moines, Iowa 50321-1270
Complaint CP# 85819	

This is your Administrative Release (Right-To-Sue) Letter issued pursuant to Iowa Code § 216.16 and Iowa Administrative Code r. 161-3.43. It is issued pursuant to your request.

The conditions precedent found in Iowa Code § 216.16(2) and Iowa Administrative Code r. 161-3.43(2) have been met.

With this Right-To-Sue Letter, you have the right to commence an action in district court. That action must be commenced within ninety (90) days of the Right-To-Sue Letter issuance date, 07/21/2026.

The Right-To-Sue Letter is not a finding by the IOCR on the merits of the charge. The Iowa Office of Civil Rights will take no further action in this matter.

A copy of the Right-To-Sue Letter has been sent to the Respondent(s) as shown below. Iowa law allows any party to a complaint to request a copy of the file when a Right-to-Sue has been issued. If you or your attorney would like to obtain a copy of the file, please submit your request in writing via regular mail, fax, or email to icrc@iowa.gov. The copy and processing fees are as follows:

- Electronic copy of investigative files – No charge
- Photocopy of investigative files - .25¢ per page; copies of digital recordings \$15.00 per electronic storage device (hard copy); actual cost of postage.

If you opt for an electronic copy, you must provide an email address to receive the copy.

The Iowa Office of Civil Rights

Phone: (515) 281-4121

FAX: (515) 242-5840

Email: icrc@iowa.gov

CC: File

Complainant Attorney: Rita Bettis Austen, Shefali Aurora, and Thomas Story

Respondent: Iowa Department of Administrative Services