

# 2022 Spring Registration

March 18-20 & March 25-27  
Fri. 4:30-7pm and Sat. & Sun. 12-5pm



DATE OF REGISTRATION

## BUILDER INFORMATION

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

Company Name: \_\_\_\_\_

Builder Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number to be Listed: \_\_\_\_\_

Email Address to be Listed: \_\_\_\_\_

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

MN Builder License Number: \_\_\_\_\_ Years In Business: \_\_\_\_\_

Color Photo of Builder Attached \_\_\_\_\_ OR Use from Previous Tour of Homes \_\_\_\_\_

Color Company of Logo Attached \_\_\_\_\_ OR Use from Previous Tour of Homes \_\_\_\_\_

## BUILDER PROFILE

This should be a description of your company and the benefits of working with you.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## PAYMENT

No Refunds After January 20, 2022

Home / Development Registration # of Homes - \_\_\_\_\_ x \$1400 = \_\_\_\_\_

Additional "Arrow" Sign # Addtl Arrow - \_\_\_\_\_ x \$50 = \_\_\_\_\_

4 "Arrow" signs and "Official" sign are included in registration

TOTAL DUE = \_\_\_\_\_

Credit Card \_\_\_\_\_ Check \_\_\_\_\_

Name On Card: \_\_\_\_\_

Address of Cardholder: \_\_\_\_\_

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_ / \_\_\_\_ Security Code: \_\_\_\_\_

Signature: \_\_\_\_\_

## RETURN FORM TO CMBA

A : 1124 West St. Germain Street, St. Cloud, MN 56301

P : 320.251.4382

E : nikki@cmbaonline.org

THANK YOU FOR REGISTRATION

# 2022 Spring Registration

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## HOME ENTRY INFORMATION

Company Name: \_\_\_\_\_

Tour of Home Address: \_\_\_\_\_ City: \_\_\_\_\_

Development: \_\_\_\_\_ Repeat Home Spring \_\_\_\_\_ Fall \_\_\_\_\_

Co-op Name: \_\_\_\_\_ Pre-Sold Or Occupied Yes \_\_\_\_\_ No \_\_\_\_\_  
(only one company Co-op logo, must be CMBA member) (If Yes, a Hold harmless and Indemnification Agreement must be signed)

Who will Receive Magazine Proof: \_\_\_\_\_  
(Provide Name and Email Address)

## DESCRIPTION OF ENTRY HOME

This should be a description of the home/development, 800 character max.

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## PROJECT RESOURCES

Only CMBA members will be listed

Appliances: _____	Fireplace: _____
Bath Enclosures: _____	Flooring: _____
Building Material: _____	Garage Doors: _____
Cabinets: _____	HVAC: _____
Closet Organization: _____	Insulation: _____
Concrete: _____	Lighting: _____
Counters: _____	Landscaping: _____
Design: _____	Millwork: _____
Drywall: _____	Plumbing: _____
Electrical: _____	Pools/Spas/Saunas: _____
Excavating: _____	Windows: _____
Exteriors: _____	Other: _____

## ADDITIONAL INFORMATION

Number of Bedrooms: \_\_\_\_\_

Number of Bathrooms: \_\_\_\_\_

Number of Garage Stalls: \_\_\_\_\_

Style of the Home (rambler, two story, etc.): \_\_\_\_\_

Actual Square Footage: \_\_\_\_\_

Price Range of Home: \_\_\_\_\_

School District: \_\_\_\_\_

Home is Handicap Accessible: YES \_\_\_\_\_ NO \_\_\_\_\_ FIRST FLOOR ONLY \_\_\_\_\_

## TOUR AVAILABILITY

Open Both Weekends

Virtual Only

Home # \_\_\_\_\_ (office use)



# Directions Form

THIS FORM IS USED FOR THE SIGN INSTALLATION COMPANY



Company Name: \_\_\_\_\_

Tour of Home Address: \_\_\_\_\_ City: \_\_\_\_\_

Number of Signs Needed: \_\_\_\_\_ (Fee includes 4 arrow signs, if more are listed below add \$50 each)

Plat Map: mark exact location of Tour home X

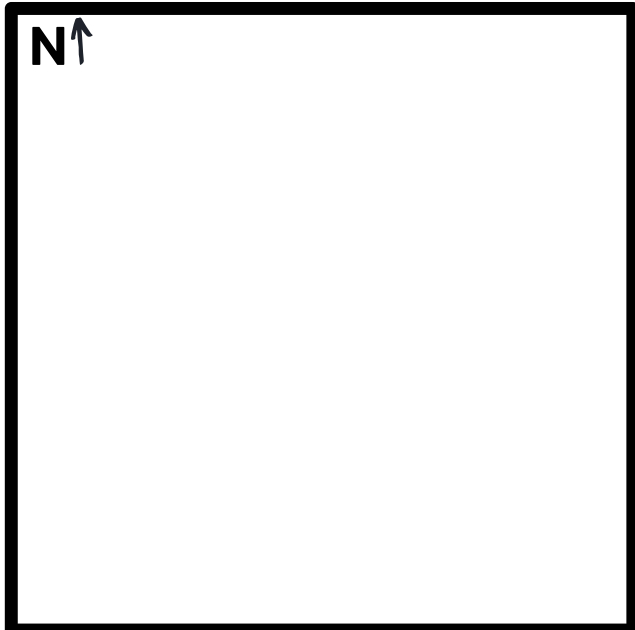
Street Map: corresponding with 4 arrow sign locations below, location and which way arrow should point →

\*\*If your instructions indicate placement of signs on highway right of way\*\*, refer to number 1. under "Additional" Sign Fees" below.

Required: drawn map with corresponding driving directions. Use space provided. If the home is in an outlying town, include the town and where the home is located on this map.



\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_



List roadways for each arrow sign. (do not place signs on city or state property.) Pointing (circle one)

- 1. Intersection of \_\_\_\_\_ & \_\_\_\_\_ N S E W
2. Intersection of \_\_\_\_\_ & \_\_\_\_\_ N S E W
3. Intersection of \_\_\_\_\_ & \_\_\_\_\_ N S E W
4. Intersection of \_\_\_\_\_ & \_\_\_\_\_ N S E W

List additional arrow sign locations, or any special instruction for sign placement here:

\_\_\_\_\_
\_\_\_\_\_

## SIGN MEMO

Any address or sign placement changes after submitted will be charged a change order fee. CMBA has hired a sign company to install Tour directional arrow signs as well as the wooden posts with the Tour sign. If any changes are made from this form, such as replacing missing signs, or other special requests, a sign change order form must be signed by your company representative before CMBA will act on your request. Contact the CMBA for a sign change order.

- 1. If your instructions direct the sign company to put the directional arrow signs in the HWY right of way, you will be responsible to install the signs 4:30pm Friday of the first weekend of the tour, remove them on Sunday, reinstall them Friday at 4:30 for the second weekend, and remove them Sunday after the tour and place at the home for the sign company to pick up. If signs are left on the right of way and removed by MNDOT, it is the builder's responsibility to return the signs to CMBA or pay a \$50 per missing sign fee.
2. If you move a sign, you must let CMBA know so we can inform the Sign Company where to find it after the Tour.
3. The signs are an important part of the Tour's success: so please monitor them to make sure you will get the best traffic results possible.

Additional fees may be assessed for the following reasons.

- Wooden Post in Front of Home
\$45 Move to new address from original registration
\$60 Replace missing sign or post after installed
\$100 Replace post and sign

- Directional Sign
\$35 per sign: Recover moved sign
\$75 per sign: Add a sign not on "Arrow Sign Form"
\$75 per sign: Replace missing sign
\*\* \$200 per home: Remove all Tour signs early or install late\*\*

# Guidelines & Participation Agreement



## CMBA 2022 SPRING TOUR OF HOMES

Only builder members in good standing will be allowed to participate in the Fall Tour of Homes. Tour listings in the Tour magazine will be consistent in size and design, only one home per listing. As a participant in the Central Minnesota Builders Association Tour of Homes I agree to comply with the following rules and responsibilities.

- For safety reasons, my home will be completed at time of showing. **A copy of the CO will be required by 3/11/22 if it is not complete, I will agree to not show the home and my registration fee will not be refunded.** This includes all plumbing, all floor coverings, painting and staining, carpentry, etc. If home is finished but does not have final hook-ups to electric, sewer, water or gas, the house may still be show, if no safety hazards are present. A safe access into the home must be provided. Bank exterior escrow items are the only items to be accepted as incomplete during the winter. Additional fees will be incurred for removal of directional signs, and placement of Home Not Available for Showing sign. Any questions regarding the completion of my home shall be resolved by the Tour of Homes committee.
- I agree to keep the Tour home open for public viewing, with an official representative on the days and during the hours fixed by the Tour of Homes committee. If my home is unavailable for showing for any reason I will contact the CMBA office immediately. I agree to pay the additional fees that will be charged.
- The CMBA promotes a "free and open to the public" Tour of Homes event. I will not charge admission and/or limit the type of people who tour the home, i.e., no children allowed, without express prior approval of the Tour of Homes committee and all restrictions must be included in all Tour of Homes listings.
- I agree to not banner other homes that are not entered in the Tour and present them as a home on Tour.
- I agree that realtors and/or sub-contractors and/or vendors may not place advertisement or signs on or in the Tour home or Tour magazine unless the company is a current member of the CMBA.
- I agree to not have the Tour Arrow signs placed on the road easement right-of-ways and if the city or state removes them, it is my responsibility to pick up and re-install them. If I move a sign for any reason, I agree to notify the CMBA office of the sign's location.
- I agree that if I change my Tour entry, I must submit it to the CMBA office immediately and any fees incurred due to the change, will be charged back to me.
- New Home** - I agree to show only new homes or homes that have been in the Tour a maximum of 6 consecutive Tours but may not be lived in for more than one Tour.
- Remodeled Homes** less than one year old. The remodeled project must be valued at a minimum of 30% of the "before project" house value (excluding the land value) and will be listed in the Tour of Homes magazine as a remodeled home.
- Townhome developments** with model homes may be shown if new units are still under construction. This does not include rental units.
- Occupied home** - If the home is occupied, I will sign a CMBA "hold harmless agreement."
- Development Listings**
  - The builder submitting the entry must be the fee owner of at least one portion of the development and there must be an approved preliminary plat.
  - I will try to have an on-site sales facility(sales trailer, model center or alternative building type) that is safe for consumers to visit and permitted by the appropriate municipality if necessary.
- I agree that the Tour of Homes committee shall have the right to decide all questions concerning the general conduct and the day-to-day operation of the Tour of Homes and all disputes, which may arise.
- I agree that I am solely responsible for ensuring the Tour site is maintained in a condition safe for entry of the public. I agree to protect, indemnify, and hold harmless the Central Minnesota Builders Association, the Tour of Homes committee, and their officers, directors, agents, and employees from and against and defend at my own cost any claim or action covered by the aforesaid indemnity which is asserted or brought against any of the indemnified parties. Any errors or omissions concerning a participant's Tour home or maps in any publication or related advertising, press release, etc., are the responsibilities of the participant. All errors will be called to the attention of the Tour of Homes committee.
- Brand of Home/Franchise: Builder members with an exclusive franchise agreement with a Home Branding company may market the Brand of Home/Franchise in their Tour listing.
- I agree if I break any of the above rules, I may be suspended from participating in the Tour event for one full year.

## AGREEMENT

In the interest of fairness, I agree to comply with the above rules and responsibilities. This agreement and contact made and entered into this \_\_\_\_\_ day of, \_\_\_\_\_ by and between the Central Minnesota Builders Association and \_\_\_\_\_ (participant). Any changes in this contract or deviation from it must have the approval of the Tours of Homes committee.

### PARTICIPANT

By: \_\_\_\_\_  
License #: \_\_\_\_\_  
Date: \_\_\_\_\_

### CENTRAL MINNESOTA BUILDERS ASSOCIATION

By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

### CHECK LIST

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Completed Builder Profile | <input type="checkbox"/> Photo of Builder         | <input type="checkbox"/> Certificate of Insurance          |
| <input type="checkbox"/> Payment                   | <input type="checkbox"/> Company Logo/ Co-op Logo | <input type="checkbox"/> through 3/28/22                   |
| <input type="checkbox"/> Completed Tour Home Entry | <input type="checkbox"/> Image of Home/Rendering  | <input type="checkbox"/> Proof of Certificate of Occupancy |
| <input type="checkbox"/> Direction Form            | <input type="checkbox"/> Hold Harmless Agreement  | <input type="checkbox"/> by 3/11/22                        |



# HOLD HARMLESS AND INDEMNIFICATION AGREEMENT



## CMBA 2022 SPRING TOUR OF HOMES

(SIGN ONLY IF HOME IS OCCUPIED AND/OR OWNED BY HOME OWNER)

THIS AGREEMENT is made by and between \_\_\_\_\_ (builder) hereinafter "Indemnitor" and Central Minnesota Builders Association ("CMBA"), Inc., a Minnesota non-profit corporation, and the homeowner at \_\_\_\_\_ (hereinafter "Indemnitees").

As a condition to participating in the CMBA's Tour of Homes ("Tour") to be held at \_\_\_\_\_ on various dates in 2022, Indemnitor agrees to indemnify defend and hold Indemnitees harmless from any and all liability, damages, costs and reasonable attorneys' fees in connection with Indemnitees participation in the Tour, including but not limited to claims, costs or causes of action arising out of the showing of such home.

In the event legal action is taken at any time against Indemnitees, Indemnitor shall defend such action at its own expense, and Indemnitees shall cooperate with Indemnitor in the defense thereof, or at Indemnitees election, assume the defense, at the expense of Indemnitor. Indemnitees shall have the right to join Indemnitor as party defendants in any legal actions involving the Property brought against it, and Indemnitor hereby consent to the entry of an order making it a party defendant.

Except as provided in paragraph 1 herein, Indemnitor shall pay, upon demand by Indemnitees, the amount of any costs or liability paid by Indemnitees relating to the Tour in any way. Indemnitor shall satisfy and discharge any judgment against Indemnitees relating to the Tour promptly after the entry thereof, unless an appeal is taken, and any bonds required to stay the collection thereof are procured and filed by Indemnitor. If a final judgment is entered against Indemnitees relating to the Tour in any way after appeal, Indemnitor shall satisfy and discharge such judgment.

This Indemnity shall be binding upon and shall inure to the benefit of the parties, their legal representatives, successors and assigns.

## AGREEMENT SIGNED

### INDEMNITOR: (BUILDER)

By: \_\_\_\_\_  
Its: \_\_\_\_\_

### INDEMNITEE: (OWNER)

By: \_\_\_\_\_  
Its: \_\_\_\_\_

### INDEMNITEE: (CMBA)

By: \_\_\_\_\_  
Its: \_\_\_\_\_

THIS AGREEMENT IS MADE ON: \_\_\_\_\_

A : 1124 West St. Germain Street, St. Cloud, MN 56301

P : 320.251.4382

E: nikki@cmbaonline.org

