

JANUARY 18TH & 19TH, 2020

EXHIBITOR CONTRACT

HBAA HOME BUILDERS ASSOCIATION GRAND TRAVERSE AREA

PLEASE COMPLETE & RETURN THIS FORM TO RESERVE YOUR SPOT!

Company name:	Primary Exhibitor (main on-site contact):		
Contact person:			
Mailing Address:	Cell #:		
City:	Email:		
Zip Code:			
Phone:	<u>SCHEDULE</u>		
Fax:			
Email:	Large Exhibitor Set-up (by appointment only)		
SOCIAL MEDIA: *will be used for marketing materials	January 16th – 3:00pm – 8:00pm		
Facebook:	Exhibitor Set-Up – January 17 th		
Company URL (website):	8:00 am – 6:00 pm Requested Time:		
HBAGTA Member? [please check the appropriate box]:	EXPO – Saturday – January 18 th		
	9:00am – 5:00pm		
Yes No	EXPO – Sunday – January 19 th		
BOOTH CHOICE & COST	11:00am – 3:00pm		

- A. Exhibit spaces are reserved on a <u>first right of refusal basis</u>. All past HBAGTA member exhibitors have the first opportunity to reserve their booth from the 2019 EXPO. Booth space will become available in the following priority:
 - 1. Returning HBAGTA Member Exhibitors (Until September 4th, 2019)
 - 2. All HBAGTA Members (September 5th October 2nd, 2019)
 - 3. Non-members/General Public (October 3rd December12th, 2019) if booths are available

YES, I'D LIKE THE SAME BOOTH AS LAST YEAR #(s)					
NO, I PREFER A DIFFERENT BOOTH: (space is not guaranteed, but will be granted if it becomes available)					
1st choice:	2nd choice:	3rd choice:			

B. I agree to pay as follows:

BOOTHS	HBAGTA MEMBER	AFTER October 3 rd HBAGTA MEMBER -	NON-MEMBER (contract will be held until Oct. 4 th)	ELECTRICAL (2 DAYS)
6X10	\$400	\$480	\$630	\$80
8X10	\$680	\$820	\$1,075	\$80
10X10	\$780	\$935	\$1,245	\$80
10X15 (#120)	\$1095	\$1,320	\$1,725	\$80
Premium Booth	ADD \$100 per booth	ADD \$100 per booth	ADD \$110 per booth	
			GRAND TOTAL \$	

TOTAL AMOUNT DUE

[Booth price x Number of booths + Electrical]

Discounted rates available for non-Profit community partners Contact HBAGTA for details.

Full payment is REQUIRED to hold any booth rental. Once your booth rental has been approved, your payment will be processed according to the HBAGTA EXPO Contract

EQUIPMENT & ADDITIONAL SERVICES:

- Booth rental <u>includes</u>:
 - Exhibit booth drapery with 8' high backs and 3' high sides
 - o Booth number ID Sign
 - Wireless internet connection up to 100KB *additional services can be purchased through GT Resort
- <u>PLEASE CHECK IF NEEDED</u> (no extra charge)
 - One (1) 2'X6' covered and skirted table ☐ YES ☐ NO
 - o Two (2) Chairs □ YES □ NO
- Electrical Please pay for with booth registration. 🗖 YES 🔲 NO
- Special power requirements, Private Network Wi-Fi, Phone Service Contract through the Grand Traverse Resort by calling 231-534-6201 **TWO WEEK NOTICE IS REQUIRED
- Extra Furnishings, Carpet, Tables: Contract through Art Craft Display (800)292-2033 www.artcraftdisplay.com
- NOTE: Waste baskets are not furnished. Please bring a small waste basket if you would like one in your booth.

Exhibitor must supply a Certificate of Insurance for bodily harm, death and property damage with contract. Minimum coverage of \$1,000,000, HBAGTA named as coinsured or additionally insured

Note: Exhibitors must be current 2020 members to exhibit unless authorized by the HBAGTA.

Note: Non HBAGTA members are not eligible to win Best Booth.

All contract Rules and Regulations will be subject to interpretation by HBAGTA. All decisions of HBAGTA are final. The HBAGTA reserves the right to refuse Exhibit Space to any company.

I, the undersigned, have read, understand, and agree to abide by the 2020 Home Expo Rules and Regulations which are expressly incorporated as terms of this contract (see enclosed) and agree to abide by all provisions of this Contract:

Signature:	Date:	
Printed Name:	Title:	
PAYMENT:		
 Check: Pay to the order of HBAGTA and sent to: HBA of Grand Traverse Area, INC. 3040 Sunset Lane Traverse City, MI 49684 		
Credit card: VISA / MASTER / DISCOVER/AMEX		
I authorize the HBAGTA to debit my card for the am	nount indicated above.	
Number:		
Expiration Date: IIII Verification	on (3 digit) Code:	
Billing Address:		
Street	_ City, State, Zip	
CARDHOLDER NAME and SIGNATURE:		
<u> </u>	PRINT	SIGN
COI	MPLETE AND RETURN VIA:	
EMAIL: <u>ROBERT@</u>	HBAGTA.COM OR FAX: (231))946-1051

MAIL: 3040 SUNSET LANE, TRAVERSE CITY, MI 49684