



2011 REMODELER PARTICIPATION CONTRACT

2011 Showcase of Remodeled Homes

Saturday, October 1: 12 noon – 6 pm

Sunday, October 2: 12 noon – 5 pm

1. The Remodeler shall open his/her project to the public during the following Showcase of Remodeled Homes dates and hours:
 - a. Saturday, October 1, 2011: 12:00 pm to 6:00 pm
 - b. Sunday, October 2, 2011: 12:00 pm to 5:00 pm

2. Remodeler must submit the following materials:
 - a. Signed Remodelers Contract
 - b. Payment in Full
 - c. Magazine Layout Form
 - d. Home Owner's Contract
 - e. Certificate of Insurance providing Commercial General Liability Insurance and naming the HBAGTA as an additional insured. The coverage limits shall be not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
 - f. Entry Fee Schedule:
 - Early Bird: \$650 – register and pay by August 15, 2011
 - Regular Deadline: \$750 – register and pay by September 2, 2011

3. The remodeling project must constitute renovation that showcases a change in shape, form or function. This event is intended to showcase Residential projects.

4. The Remodeler agrees to adhere to the goals of the Showcase of Remodeled Homes which are: enhance exposure for remodeling professionals; increase interest in remodeling existing homes; and showcase the quality of workmanship of our Association members.

5. The Remodeler agrees to provide adequate staff and site management to ensure that at no time during the Showcase of Remodeled Homes hours will any members of the general public be left unsupervised in any area of the homeowner's property.

6. The Remodeler will be limited to two projects in any one Showcase of Remodeled Homes. Additional entries are subject to review and approval by the Showcase of Remodeled Homes Committee.

7. The Remodeler agrees not to open the home to the public prior to the Showcase of Remodeled Homes.

- a. The Remodeler agrees to provide a Certificate of Commercial General Liability Insurance naming the HBAGTA as an additional insured. The coverage limits shall be not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
8. Remodeler agrees to abide by the following presentation and performance standards:
 - a. Presentation shall not include any promotion or sales of products or services unrelated to the Home Builders Association of the Grand Traverse Area.
 - b. The Remodeler is to notify all neighbors who may be affected by Showcase traffic, at least three (3) days prior to event.
 - c. Directional signs provided by the HBAGTA are to be distributed and displayed in such a manner as to facilitate easy location of the site. The large Showcase house sign is to be displayed prominently in front or near the visitor entrance of the project home. Remodeler is responsible for the return of all signage by October 10, 2011.
 - d. The Remodeler is responsible for obtaining approval for any and all permits for placement of signs if required by local ordinance.
 - e. All areas of the home being shown, including yard areas where the public may visit, are to be kept clean and presentable during all show hours. These areas are to be left in the same state at the conclusion of the event.
 - f. Remodelers are encouraged to recognize other professionals such as designers or architects who contributed significantly to the project.
9. Each participating Remodeler will be given 10 complimentary tickets. Additional tickets are available for half of the face value each.
10. The Remodeler who has submitted payment and materials may withdraw from Showcase participation for any reason without penalty prior to September 2, 2011. After this date, **NO REFUNDS** will be given.
11. The Board of Directors of the HBAGTA upon recommendation of the Showcase of Remodeled Homes Committee reserves the right to sanction a Remodeler, or prohibit him/her from future Showcase participation in the event that said Remodeler violates the outlined rules and regulations, or violates the HBAGTA Code of Ethics.

I have read all of the rules and regulations and agree to abide by them.

Signature of Remodeler

Date



3040 Sunset Lane
Traverse City, MI 49684
231.946.2305
800.422.5166
Fax: 231.946.1051
www.hbagta.com



HOME OWNER'S CONTRACT

2011 Showcase of Remodeled Homes

Saturday, October 1: 12 noon – 6 pm

Sunday, October 2: 12 noon – 6 pm

I hereby agree to allow my home to be entered in the 2011 Showcase of Remodeled Homes and further will allow my home will be open to the general public on the following dates and hours:

- October 1, 2011 – 12:00 pm to 6:00 pm
- October 2, 2011 – 12:00 pm to 5:00 pm

I consent to the following Builder/Remodeler to supervise my home during the event:

Name of Remodeler: _____

I entrust him/her to provide adequate staff and management for the Showcase of Remodeled Homes to ensure that at no time will any member of the public be left unsupervised in any area of my house and/or on my property.

I have read the Showcase of Remodeled Homes Contracts and understand both my responsibilities and those of the Remodeler.

I understand that General Liability Insurance Coverage will be provided by the Remodeler. As Home Owner, I understand that the HBAGTA accepts no responsibility for my personal belongings or property. Items that may endanger the safety of the public, the non-profit hosts, guests, or staff should be locked in an appropriate place that is inaccessible.

Signed: _____ **Date:** _____

Print Name: _____

Address: _____

Accepted for HBAGTA: _____



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2011 DOCUMENT SUBMISSION

2011 Showcase of Remodeled Homes

Saturday, October 1: 12 noon – 6 pm

Sunday, October 2: 12 noon – 5 pm

DOCUMENTATION SUBMISSION CHECKLIST

DOCUMENT	DUE DATE
_____ Project Entry Information - Completed	September 2, 2011
_____ Showcase Contract with Check - Signed	September 2, 2011
_____ Homeowners Contract – Signed	September 2, 2011
_____ Insurance Certificate - \$1,000,000/\$2,000,000	September 2, 2011
_____ Directional Signs – Complete Form	September 2, 2011
_____ Photographs – Before & After of Project	September 2, 2011

DOCUMENTATION COMPLETE: _____

APPROVED: _____

DATE: _____



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MAP INFORMATION

2011 Showcase of Remodeled Homes
Saturday, October 1: 12 noon – 6 pm
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DRIVING DIRECTIONS TO PROJECT LOCATION:

Briefly describe how to drive to your project location using common landmarks and streets.

MAP:

Please sketch a map to your project noting nearby major streets.



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DIRECTIONAL SIGNS

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Directional signs are to be used in the neighborhood to help people find your project. Please indicate the number of signs you need.

Six (6) signs will be provided. Additional signs may be requested for use during the Showcase of Remodeled Homes.

_____ Right Turn Signs

_____ Left Turn Signs

_____ Straight Arrow Signs

_____ Total Signs Needed

Date Completed: _____

HBAGTA: _____



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GUIDE PAGE LAYOUT FORM

2011 Showcase of Remodeled Homes
Saturday, October 1: 12 noon – 6 pm
Sunday, October 2: 12 noon – 5 pm

Limitations: 150 word limit for EACH description.

Note: The HBAGTA reserves the right to edit the submissions provided.

About Your Company:

About Your Project:



GRAND TRAVERSE AREA, INC.

3040 Sunset Lane
Traverse City, MI 49684
231.946.2305
800.422.5166
Fax: 231.946.1051
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PHOTO SUBMISSION CRITERIA

2011 Showcase of Remodeled Homes

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- “Before” and “After” photos (in high resolution) of your remodeling project should be submitted to the HBAGTA in an electronic format to kerry@hbagta.com.
- These photos will be utilized in HBAGTA promotional publications, on the web site and in the Showcase of Remodeled Homes Guide.
- “Before” and “After” Photo’s will be added to your Remodel Project listing in the Showcase Guide for no additional fees. These photos, along with your project description will appear on a full color, full page in the Showcase Guide.

PHOTO DESCRIPTIONS:

Photo #1:

Before After

Photo #2:

Before After

Additional Photos:



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FALL
*Showcase of
Remodeled Homes*

Home Builders Association of the Grand Traverse Area, Inc.
2011 Showcase of Remodeled Homes

PARTICIPATION RULES

1. I understand that "Before and "After" photos of my project must be submitted to the HBAGTA in an electronic format by September 2, 2011. These will appear in a special publication for the Showcase of Remodeled Homes. They will also be posted on the HBAGTA Web Site.
2. I attest that the project(s) entered constitute a change in shape, form or function of a residence and, as presented, has not been in a prior Showcase of Remodeled Homes.
3. I understand that I will provide at least two (2) people to staff the remodeled area(s) or have a tour system in place for the full hours and dates of the 2011 Showcase of Remodeled Homes.
4. I understand that if I withdraw from the Showcase of Remodeled Homes after September 2, 2011, my entry fee will be forfeited and no refund will be issued.



GRAND TRAVERSE AREA, INC.