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 IDEAS • INSPIRATION • SOLUTIONS



**Great opportunity to market your products and services to a targeted audience!**

**Spokane County  
 Fair & Expo Center**  
 404 North Havana Street  
 Spokane Valley, WA 99202

**April 15th-17th**

Friday, April 15<sup>th</sup>: 12 noon-8pm  
 Saturday, April 16<sup>th</sup>: 10am-8pm  
 Sunday, April 17<sup>th</sup>: 10am-5pm

Preview Party on Thursday evening  
 (April 14<sup>th</sup>: 6pm-9pm)

The Spokane Home Builders Association Premier Home Improvement Show '11 is simply the most cost effective, results oriented, one-of-a-kind marketing opportunity available! More qualified buyers could see your products or services at this show than could pass through your door in an entire year!

Booth prices:	<input type="checkbox"/> SHBA Member	<input type="checkbox"/> Non-Member
10' x 10' In-Line	\$575	\$650
10' x 10' Corner	\$625	\$700
10' x 10' Plaza	\$675	\$750

\$50.00 multiple booth discount for second and subsequent booths will apply. 5% Booth Discount for full payment of booth fees postmarked December 31, 2010.

The Premier Home Improvement Show '11 will attract your target market, and provide you the opportunity to meet face-to-face with prospective buyers shopping for what you have to offer. Turn qualified leads into solid sales. Generate sales leads into new clients. Build a foundation for increased sales volume for years to come. Build new awareness of your company.

For more information, please contact the Spokane Home Builders Association at **509-532-4990**, or stop by our office located at 5813 East 4<sup>th</sup> Avenue, Suite #201, Spokane Valley, WA 99212.

**APRIL 15th - 17th, 2011**

*Premier*  
**Home**   
SPOKANE *Improvement*  
HOME  
BUILDERS  
ASSOCIATION **Show**  
IDEAS • INSPIRATION • SOLUTIONS

at the Spokane County Fair & Expo Center

*12<sup>th</sup> Anniversary*

*Sign Up Now!!*

**April 15<sup>th</sup>-17<sup>th</sup>, 2011**

***Put the PRO Back in PROject!***

***Exciting features of the show include:***

- Three full day event (Fri, Sat, Sun April 15-17)
- Preview Party on Thursday evening (April 14<sup>th</sup>)

**Two tickets to the party are included with your booth fee.**

Additional tickets are \$25 each or \$40 per couple.

- Exhibitor hospitality room!
- Outstanding advertising and marketing, including TV, radio and print to reach your targeted market.
- People's Choice at Preview Party for Best Booth Award.  
(Details to follow with Vendor Cash to be applied to booth space at the 2012 Show!)

 **PROBuild**

*Proudly Presented by PRO-Build*



# Booth Commitment Form

## April 15<sup>th</sup>-17<sup>th</sup>, 2011

at the Spokane County Fair & Expo Center

\*Company Name: \_\_\_\_\_ \*Contact Name: \_\_\_\_\_  
 \*Mailing Address: \_\_\_\_\_ \*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip: \_\_\_\_\_  
 \*Type of Business: \_\_\_\_\_ \*U.B.I. / Tax Registration #: 6 \_\_\_\_\_  
 Visit: www.dor.wa.gov  
 \*Work Phone: \_\_\_\_\_ \*Cell Phone: \_\_\_\_\_ \*Fax: \_\_\_\_\_  
 \*Required Information \*Email (print): \_\_\_\_\_

Booth Location Choice	Booth Products
List your top five preferences: 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____ 3 <sup>rd</sup> _____ 4 <sup>th</sup> _____ 5 <sup>th</sup> _____ If none of your preferred booths are available, you will be contacted to make an alternate choice.	Please list the products/services to be displayed, and be specific: (Required for Show Guide) <b>Show Guide will list 2 items up to 25 characters total in the program (spaces &amp; punctuation not included) by your company name.</b> • _____ • _____

### Merchandise Set-up & Removal

- **Set-up Times** ----- Wednesday, April 13<sup>th</sup>, 8am-8pm  
 Thursday, April 14<sup>th</sup>, 7am-4pm
- **Preview Party** ----- Thursday, April 14<sup>th</sup>, 6-9pm (2 Comp Tickets)
- **Show Hours** ----- Friday, April 15<sup>th</sup>, 12 noon-8pm  
 Saturday, April 16<sup>th</sup>, 10am-8pm  
 Sunday, April 17<sup>th</sup>, 10am-5pm
- **Tear Down Times** ----- Sunday, April 17<sup>th</sup>, 5-7pm  
 Monday, April 18<sup>th</sup>, 8am-1pm

YES, I'm a member of Built Green® & would like to receive special recognition at the show.

If exhibitor's display is not removed by 1pm on Monday, April 18<sup>th</sup>, it will be removed at an additional expense to exhibitor. Violators will not be allowed to exhibit in next year's show.

### Booth Prices

Booth type:	<input type="checkbox"/> SHBA Member Price	<input type="checkbox"/> Non-Member Price	Number of Booths Requested	Cost
10' x 10' In-Line:	\$575	\$650	X _____	\$ _____
10' x 10' Corner:	\$625	\$700	X _____	\$ _____
10' x 10' Plaza:	\$675	\$750	X _____	\$ _____
*All booth's considered "Corner Booths" are shaded on the booth layout diagram				Sub Total \$ _____
\$50.00 multiple booth discount for second and subsequent booths will apply.				Less Multi-Booth Discount \$ _____
*5% discount for full payment of booth fees postmarked by December 31, 2010. Discount not applicable if submitting partial payment.				<b>Amount Due</b> \$ _____
Non-refundable deposit required to reserve booth space. \$200.00 per 10'X10' booth space. Balance due by March 11, 2011. Registration <b>will not</b> be processed without signed agreement and applicable deposit.				Less Deposit <b>or</b> \$ _____
				*Less 5% early pay (12-31-10) \$ _____
				<b>Balance Due</b> \$ _____

### Method of Payment

Check  VISA  Master Card  American Express Total Amount Paid: \$ \_\_\_\_\_  
 (For MC or Visa) 3 digit code on back: \_\_\_\_\_ (For AX) 4 digit code on front: \_\_\_\_\_  
 Name on Card: \_\_\_\_\_  
 Account #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
 Billing Zip: \_\_\_\_\_ Card Holder's Signature: \_\_\_\_\_

Submit completed Booth Commitment Form to:  
**Spokane Home Builders Association**  
 5813 East 4<sup>th</sup> Avenue, Suite #201  
 Spokane Valley, WA 99212  
 phone (509) 532-4990 / fax (509) 532-4980  
 shbaoffice@shba.com  
 Please Read and Sign the agreement on the opposite side of this page.

**PLEASE PRINT** Make deposit and payment payable to Spokane Home Builders Association.

### Commitment Agreement

I have read and fully understand the terms and conditions of this exhibitor contract and booth commitment agreement to participate in the Spokane Home Builders Association Premier Home Improvement Show 2011.

Signed: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date Signed: \_\_\_\_\_

**SIGN TERMS & CONDITIONS ON BACK.**  
 SHBA Signature: \_\_\_\_\_  
 Date Signed: \_\_\_\_\_

# Exhibitor Contract:

## AGREEMENT

No exhibitor will be permitted to participate without booth payment in full according to this agreement. Failure of exhibitor to make payment as specified shall entitle the Spokane Home Builders Association (SHBA), at its option, to cancel this agreement without notice and exhibitor shall remain liable for any unpaid balance.

Booths are approx. 10' x 10', with side rails approximately 3' from the floor and 8' tall rear panels. Sidewalls must not be over 8' high in the back 5' of the booth space. Sidewalls must not be more than 3' in height, unless specific approval has been received from SHBA. Choice of space subject to approval by SHBA. Upon acceptance of this agreement by SHBA, agreement shall become a binding and enforceable contract between parties. Use of the name "SHBA" or "Premier Home Improvement Show 2011" or that of any office of said organization in recommendations of a product or service is prohibited. The terms and conditions contained herein are part of this agreement. IT IS AGREED: Subject to the terms and conditions contained herein, which are incorporated in and form a part of this agreement, and upon acceptance of this agreement by SHBA, undersigned exhibitor agrees to reserve from SHBA the number of booths stated on this registration form for the duration of the Premier Home Improvement Show 2011.

## TERMS AND CONDITIONS

**EXHIBIT HOURS** – SHBA shall determine and publicize the exhibit hours the SHBA Premier Home Improvement Show 2011 will be open to the public each day. Show hours are as follows: Thursday, April 14 – Preview Party 6 p.m. to 9 p.m. (not open to the public); Friday, April 15 – 12 noon to 8 p.m.; Saturday, April 16 – 10 a.m. to 8 p.m.; and Sunday, April 17 – 10 a.m. to 5 p.m. SHBA in no way guarantees the number of attendees.

**TAX REGISTRATION NUMBER/U.B.I. #** – All vendors who will make or solicit retail sales of tangible personal property or services at this event must provide a valid Washington Department of Revenue tax registration number to the SHBA in the space provided on the reverse side of this form. Visit [www.dor.wa.gov](http://www.dor.wa.gov)

**DELIVERY** – All shipments must be prepaid and pre-approved by the Spokane County Fair & Expo Center (SCF & EC), 404 N Havana, Spokane Valley, WA 99202-4663. Forklifts are available through the SCF & EC and remain the sole responsibility of the vendor. 509-477-1766

**LIABILITY** – Exhibitor is entirely responsible for the space occupied by him/her and shall not injure, mar or deface the premises. Exhibitor shall not drive, or permit to be driven, any pins, nails, hooks, tacks, or screws in any part of the SCF & EC facility. Furthermore, exhibitor shall not affix to the walls or windows of the SCF & EC facility any advertisements, signs, etc., or use adhesive type material on painted surfaces. Automobiles, trucks and similar conveyances shall have a drip pan and/or protective material under them to safeguard the floor. HELIUM BALLOONS ARE STRICTLY PROHIBITED. Exhibitor agrees to reimburse SHBA and/or SCF & EC for any loss or damage occurring to the premises or equipment, or for any recovery fees assessed by SCF & EC for helium balloons belonging to or attributable to exhibitor.

**AISLES** – The aisles, passageways and overhead spaces remain under the control of SHBA, and no signs, decorations, banners, advertising matter or exhibits will be permitted in those areas except by permission of SHBA. All exhibits and personnel must remain within the confines of their own spaces, and **no exhibitor will be permitted to erect signs or display products that obstruct the view or disadvantageously affect the display of other exhibitors.**

**SPACE** – The contracted space is to be used solely by the exhibitor whose name appears on the agreement on the reverse side of this page, and no portion can be sublet without prior approval of SHBA (i.e. no "sharing" of single exhibit spaces). Exhibitor shall forfeit his/her right to the space, all prepaid deposits and space costs and upon demand, pay any balance owing SHBA if he/she fails to occupy or use his/her space or to have his/her exhibit completed and in place by the opening of the show. SHBA reserves the right to modify the space plan as necessary for appearance or general display guidelines, and reserves the right of all decisions in this area.

**REASSIGNMENTS** – SHBA shall have the right of moving Exhibitor to another location in order to conform to all city, county, state and federal laws and regulations and requirements and guidelines of SHBA, or as deemed necessary by SHBA.

**ALCOHOLIC BEVERAGES** – Alcoholic beverages are forbidden in the show from set-up day through takedown. A violation shall be grounds for removing exhibitor and his/her exhibit from show without refund.

**RESTRICTIONS** – Voice amplification devices are prohibited except by permission of SHBA. In addition, SHBA reserves the right to restrict or remove exhibits without refund that have been falsely entered or deemed by SHBA unsuitable or objectionable. This restriction applies to, but is not limited to, noise, PA systems, persons, animals, birds, things, conduct, printed matter, odors, food or anything of a character that might be objectionable to SHBA.

**INSTALLATIONS** – Any special carpentry, wiring, telephone lines, electrical or other work, steam, water or drainage connections shall be installed at Exhibitor's expense, and in accordance with SHBA's and SCF & EC's direction.

**ELECTRICITY/PHONE LINES** – Each exhibit space is furnished with one 110 volt (500 watts/5 amps) receptacle. Exhibitor must arrange with LCD (509-325-9656) for electrical needs that exceed 500 watts/5 amps. Phone lines are not provided; however, exhibitor, at

its expense, may arrange for installation of a phone line with Qwest. Qwest representative: [contact@Mortlock](mailto:contact@Mortlock.com) at 509-701-0455; T-F 6:30 a.m. to 4:30 p.m. Pre-arrangements are required for non-standard electrical service and/or phone lines to avoid assessment of additional fees for last minute installation.

**BOOTH/INSPECTION** – Each booth will be provided with draped panels (3' side; 8' back), access to standard electrical service. Exhibitor is responsible for its booth furnishings including, but not limited to, tables, chairs, lighting, extension cords, carpeting and signage. Wireless Internet is provided. Exhibitor agrees that prior to participating it will inspect the facilities and area(s) to be used, and, if it believe any of them are unsafe, it will immediately advise the SHBA in writing.

**CANCELLATION OF CONTRACT** – If this agreement is cancelled by the exhibitor for any reason, or by SHBA because of Exhibitor's default or violation of this agreement, monies paid to SHBA by exhibitor shall be retained as follows: the non-refundable deposit shall be retained in full by SHBA regardless of the date of cancellation. If cancellation occurs on or before February 11, 2011, SHBA shall refund 100% of the booth fees paid by exhibitor, less the non-refundable deposit. If cancellation occurs after February 11, 2011, the entire amount paid by exhibitor shall be retained by SHBA. The retained monies shall be liquidated for the direct and indirect costs incurred by SHBA for organizing, setting up and providing space for the exhibitor, and losses and additional expenses caused by exhibitor's withdrawal, including resale of the space. CANCELLATIONS MUST BE IN WRITING.

**RIGHTS OF SHBA IN EVENT SHOW IS NOT HELD** – SHBA shall not be liable for any damages or expenses incurred by exhibitor in the event the show is delayed, interrupted or not held as scheduled.

**SECURITY FOR SPACE PAYMENTS** – Failure of exhibitor to make payment as specified shall entitle SHBA to take possession of all merchandise, materials and the exhibit displayed by the exhibitor and to retain the same as security for such unpaid amount. SHBA shall have the right to dispose of same without notice to the exhibitor in such a manner as it deems appropriate whether by sale or otherwise. Any sale proceeds shall be retained by SHBA in payment of expenses incurred in disposing of such property and in payment of unpaid amounts. Any excess shall be distributed to exhibitor.

**INDEMNIFICATION** – Exhibitor shall indemnify and hold harmless SHBA and SCF & EC from and against any and all claims, damages, losses and expenses including attorney's fees and costs arising out of or resulting from the activities of exhibitor, or the officers, contractors, licensees, agents, employees, guests, invitees or visitors of exhibitor.

**INSURANCE** – Exhibitor shall provide proof of \$500,000 (minimum amount) comprehensive general liability insurance coverage effective April 13, 2011 through April 18, 2011. For exhibitors setting up prior to April 13, the insurance shall be in effect beginning the actual day of set-up through April 18. Exhibitor shall provide SHBA a Certificate of Insurance on or before March 11, 2011 evidencing said insurance. SHBA will not be responsible for the safety of exhibits against fire, robbery, accident, or any other destructive cause, or for any injury that may arise to the exhibitor or its employees and agents while in SCF & EC. Exhibitor agrees to protect and hold harmless SHBA from any and all claims for damages, suits, etc., which may arise from injury, loss or damage sustained upon the space occupied by exhibitor on account of machinery or property under exhibitor's control or on account of negligence of exhibitor, its agents or employees.

**ATTORNEY'S FEES** – If a civil action arises between the parties out of this agreement or to enforce any of its provisions, the losing party shall pay attorney's fees and costs to the prevailing party as the applicable court may adjudge reasonable, and if an appeal is taken from any judgment, the losing party shall pay the amount the appellate court shall adjudge reasonable as the prevailing party's attorney's fees and costs on appeal. Jurisdiction and Venue for any action between the parties hereto shall be in the County of Spokane of the State of Washington, exclusively. The terms and conditions of the Agreement shall be governed by the case and statutory law of the State of Washington.

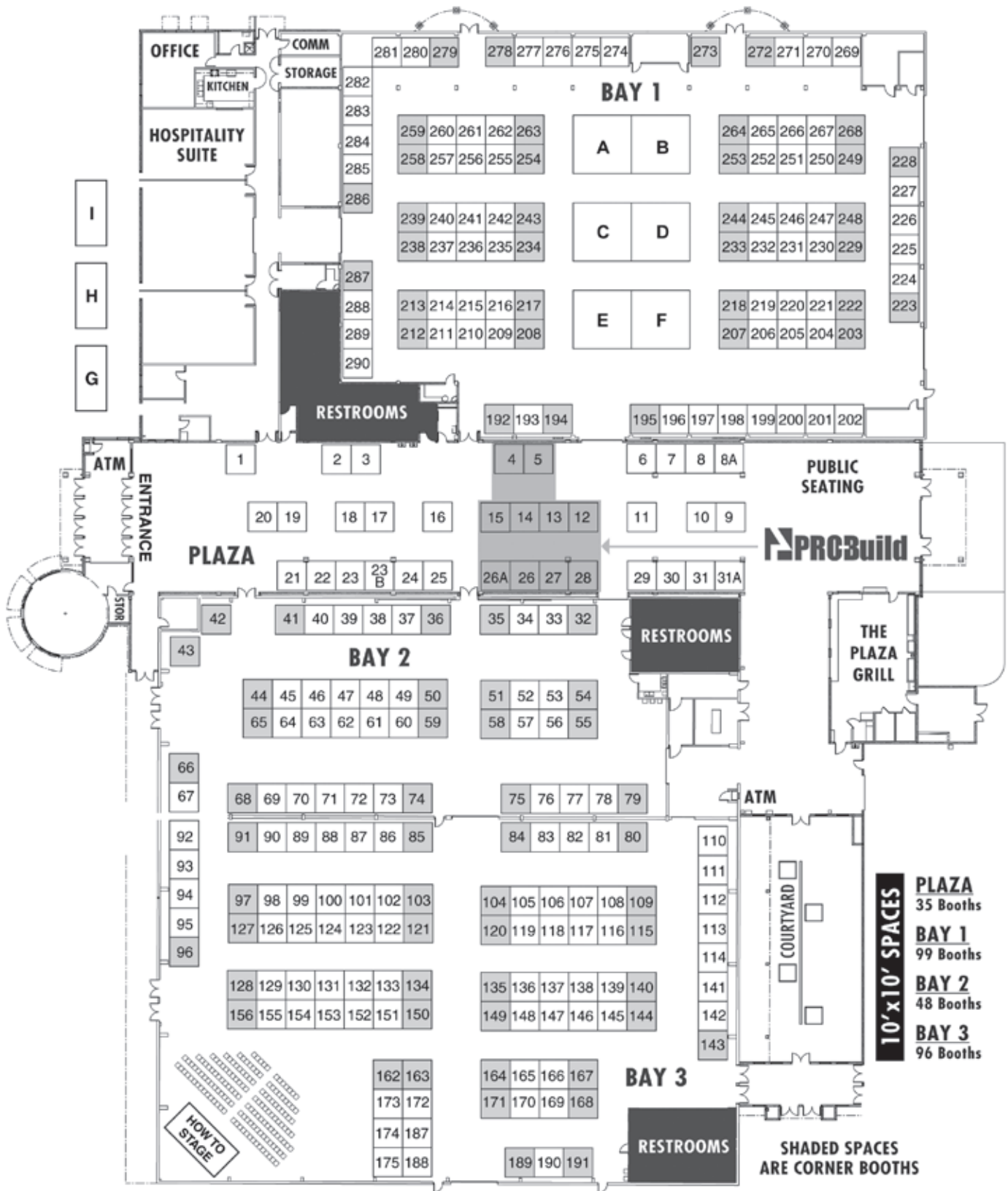
ALL EXHIBITS MUST COMPLY WITH CITY, COUNTY, STATE AND FEDERAL ORDINANCES, REGULATIONS AND FIRE MARSHALL INSTRUCTIONS. ANY AND ALL CITY, COUNTY, STATE AND FEDERAL LICENSES, INSPECTIONS AND/OR PERMITS REQUIRED BY LAW OF ANY EXHIBITOR IN THE INSTALLATION OR OPERATION OF HIS/HER DISPLAY SHALL BE OBTAINED BY THE EXHIBITOR AT EXHIBITOR'S EXPENSE PRIOR TO THE OPENING OF THE SHOW.

IT IS AGREED: Subject to the terms and conditions contained herein, which are incorporated in and form a part of this agreement, and upon acceptance of the agreement by SHBA, we, the undersigned exhibitor, agree to reserve from SHBA the number of booths stated herein for the duration of the Premier Home Improvement Show 2011. **REGISTRATION WILL NOT BE PROCESSED WITHOUT SIGNED AGREEMENT, PROOF OF INSURANCE, AND APPLICABLE DEPOSIT.**

Exhibitor Signature: X Date: \_\_\_\_\_

SHBA Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# 2011 PREMIER HOME IMPROVEMENT SHOW FLOOR PLAN



Proudly Presented by PRO-Build