

Tallahassee Builders Association

PARADE *of* homes™

COMING SPRING 2016

MAY 7-8 AND 14-15



Parade of Homes 2016 Builder Agreement

The TBA member—Builder fee for entering a home(s) in the 2016 Tallahassee Builders Association's Parade of Homes is \$1,550 for a single home and \$1,350 per additional home (Early-Bird Pricing—Deposits Must be Paid by January 21, 2016) and \$1,750 per entry after January 21, 2016. A 50 percent deposit is required at the time a signed builder agreement is submitted. Builders entering before January 2016 may opt to make payments on their entry and may contact TBA staff for billing requirements. Non TBA builder Members Must Pay An Additional \$550 to enter a home. All entries must be paid in full by Monday, February 29, 2016. Non-Members must contact the TBA office for Pricing.

A Builder Agreement that includes the homes' street address is due to the TBA office no later than January 21, 2016 to receive the early bird discount price.

AGREEMENT

- I agree to ensure that every effort will be made to have the structure complete.
- I agree to have the home complete including landscaping, flooring, kitchen and bath cabinetry and countertops in place. I understand that the home must be complete to be judged.
- I agree to have the home open for the judges on **Friday, May 6, 2016** from **8 am to 6 pm**.
- I agree to have the home open to the public and a representative of my company on-site on Saturdays, **May 7 and 14** from 10 am-5 pm and Sundays, **May 8 and 15** from Noon to 5 pm. Note: Mothers Day is May 8th.
- I agree that if presented with an award for the 2016 Parade of Homes,™ I will only advertise the receipt of the award, precisely as the award was presented.
- I understand that Parade of Homes™ is a trademark owned by the Florida Home Builders Association and agree to obtain written permission to use the Parade trademark.
- I understand that Remodeled/Renovated Projects may be entered if the project is a minimum of 50 percent of the value of the home, or at least \$75,000 and that TBA will not be held responsible for personal items in occupied homes.
- In case of inclement weather: If, in the opinions of the Parade Chairman and TBA Staff, it shall be necessary or beneficial to the operation of the Parade, the Chairman and Staff may adjust the start date of the Parade and/or the duration of the Parade.
- Model homes may be entered in the Parade of Homes™ in the new home category, but should be limited to active models that have never been occupied.
- Homes that are occupied may be entered in the Parade, but they must have been constructed no more than three years prior to the date of the current Parade. However, only homes constructed one year or less from the current Parade of Homes™ date can be judged and eligible for awards.
- Homes that have won previous Parade of Homes™ Awards may be entered but are not eligible for judging or awards.
- I understand that the Parade is for licensed contractors only (Builder must be a current member of the TBA) and entries will be identified in the Parade magazine by the licensed contractor who pulls the permit.
- I agree to display a TBA-provided Sponsor Appreciation Sign in my home during the Parade hours.

The entry fee is non-refundable after **Friday, March 4, 2016**

Method of payment (Please include with application): Non Members add: \$550 to pricing

Company: _____ Builder's Name: _____ Contractor's License #: _____

Email: _____ Phone: _____ Cell Phone: _____

____ Number of Homes Entered: First entry (\$1,550): \$ _____ Second Entry (and all additional entries) \$1,350 \$ _____

***To qualify for Early Bird Entry Fee, entries must be received by January 21, 2016. Non-members pay an additional fee of \$550. After that date, all entries are \$1,750.**

_____ **Builder Initials**

Parade of Homes Benefits, Rules and Regulations

Builder Benefits:

- ⇒ Builders receive a full page ad in the Official Parade of Homes™ Guide. The program will be distributed at local Publix Grocery stores, local realtors and builders offices and in each Parade Home and will be made available for TBA member offices upon request. A rendering of your home along with a floor plan and home features, your company information, company logo, realtor information is applicable and driving directions will be featured on each page.
- ⇒ Parade signing and directional signs will be available for each entry.
- ⇒ Builders will receive a foam core poster listing all 2016 Parade of Homes (POH) sponsors by Thursday, May 5 which must be placed in a prominent spot within the home.
- ⇒ Builders Parade Entry will be placed on both the TBA websites (www.tallyba.com and www.FloridaBuild.com) as well as on the Homes and Land website.
- ⇒ Builders will receive a link to the digital version of the Parade of Homes™ Official Guide for their use in year-round promotion.
- ⇒ Builders entry will be featured on the TBA Mobile App (contact the TBA staff for access to the association's mobile app)
- ⇒ 5,000+ Potential Customers touring your home.

Rules and Regulations:

The mission of the Parade of Homes™ follows with that of the Tallahassee Builders Association which is to provide high standards of professionalism within the housing industry through education and civic involvement within our community. The Tallahassee Builders Association and the Parade of Homes Steering Committee desires to present a Parade of Homes™ showing homes which are of excellent design, workmanship and appeal to the public touring the homes.

1. Participation/Criteria

- ⇒ Applicant must be a Builder member in good standing with the Tallahassee Builders Association.
- ⇒ Applicant must be a licensed Registered or General Contractor with the State of Florida.
- ⇒ Applicant must attend at least 2 POH Committee meetings between signing of contract and April 2016
- ⇒ Houses completed within 12 months of the Parade can be judged but homes older than 12 months can be entered.
- ⇒ Homes shall be located on a residential lot and be placed on a permanent foundation (ie: manufactured or panelized)

The Parade of Homes Steering Committee and the TBA Board of Directors reserves the right to accept or deny any application. Questions regarding the eligibility of a home should be directed to the committee or the TBA Board of Directors. Builders will agree that if a builder fails to comply with this entire agreement, they may be declared ineligible to fully participate in all aspects of the Parade.

2. Liability, Indemnification and Hold Harmless

- ⇒ Builder and Home Owner each individually agrees that they are responsible for insuring that the site and building are maintained in a condition safe for entry by the general public.
- ⇒ Builder agrees to protect, indemnify and hold harmless the TBA, the Parade of Homes Steering Committee and their officers, directors, agents and staff from any loss, claim or damage sustained by said parties or third parties as a result of an injury sustained at the home. Builders will provide a copy of their liability insurance policy, listing the TBA as an additional insure, to the TBA by April 1, 2016.

3. Dates and Viewing Hours

- ⇒ Builder agrees to have present the Parade Home on the following dates: May 7-8 and May 14-15 to the general public and May 6 to the TBA for judging purposes. Tour Hours are as follows: May 7 and May 14 homes will be open 10 am—5 pm and May 8 and 15 from Noon—5 pm.

_____ Builder Initials

4. Completion of Home

⇒ Builder agrees to have the home fully completed by the start of the Parade and must inform the TBA in advance if the schedule cannot be met. Builders will be contacted by Homes and Land Publishing in early April to finalize their FREE page in the program guide. If the builder will not have the home ready for tours to the general public, the builder must inform both the TBA staff and Parade of Homes™ Steering Committee and the publisher so that the Official Guide can note in print that the home will not be open for viewing.

⇒ There is no refund to any builder that does not complete a Parade Entry.

5. Accessibility

⇒ Parade Homes must be located on roads accessible to passenger cars. Parking and turn-around areas must be available for large numbers of automobiles. If location cannot guarantee that it can meet the above requirements, an alternate plan for traffic flow must be submitted to the Parade of Homes™ Steering Committee prior to the deadline to print official guide. Instructions for alternate traffic access will be printed in the guide.

6. Clean-up

⇒ Builders will maintain the property throughout the Parade weekends by assuring that all trash and building debris is removed from the site and that the property is free and clear of all trash through out tour hours.

7. Signage

⇒ The only exterior signs allowed on a Parade of Homes entry site is the official TBA Parade of Homes site sign that is provided to the builder by the TBA. Informational signs about the builder or his team can only be displayed inside the home.

⇒ Builders that have entered one home in a subdivision cannot place any signage referring the general public to 'tour ' secondary homes within that community unless those homes are part of the Parade of Homes.™

8. Advertising

⇒ All print, digital and media advertising related to the overall Parade of Homes™ will be performed by the TBA. Builders will receive an Official Parade of Homes Logo upon the TBA receiving the submitted signed contract and payment in full per entry. This official logo can be used in the builders promotion of the Parade entry only.

⇒ Builders must comply with all deadlines set by the publisher of the official guide. Builders must provide a clean logo in both PDF and JPEG format, company information and contact, house features and model name, if applicable, clear driving directions, and information on real estate agents, if applicable to the publisher in a timely manner and within the posted deadline to submit timeline.

⇒ Builders MUST complete all materials for Advertising the home in the Official Guide by the dates set by Homes and Land and MUST sign off on both their individual Entry page as well as main Map Locator page. TBA nor Homes and Land accept responsibilities for any error on a page not proofed in a timely manner by the entrant.

9. Subcontractors and Suppliers

⇒ Builders are allowed to use any subcontractors and suppliers of their own choice. However, subcontractors and suppliers who are not current members of the Tallahassee Builders Association are not permitted to promote their firm or products within the home through the use of signage or staffing during the Parade of Homes tour hours unless they pay an advertising/promotional fee. This rule includes, but is not limited to car dealers placing vehicles in driveways or garages, Realtors marketing the community or home with signage on property and furniture/accessories used within the home.

⇒ Builders are encouraged to provide members of his team (TBA member subcontractors and suppliers) a display area for business cards and brochures in an information center (ie: garage or vacant room assigned by builder)

10. Incorporation of Additional Policies

Any additional policies or procedures of the Parade Committee and/or the TBA Board of Directors will become part of this agreement as if incorporated in full herein.

_____ **Builder Initials**

BUILDER ENTRY APPLICATION

2016 TALLAHASSEE BA PARADE OF HOMES MAY 7-8 & May 14-15

CATEGORIES AVAILABLE:

Single Family Home or Single Family Home in a multi-unit project (condo, etc.)
Attached for Sale Home

ELIGIBILITY FOR ENTRY: HBA MEMBERS ONLY

Builder of the Home
Architect of the Home (Builder must be a Member)
Realtors (Real Estate Company or Owner must be a Member—Builder Member Must be Owner)

BENEFITS OF ENTRY:

Full Page in the Parade of Homes Program
Participant Recognition Plaque (great for marketing)
Digital, Post and Print Ad Program promoting the event valued at approx. \$40,000
Participation in Consumers' Choice; FGBC Green Home Award and Realtors' Choice for eligible categories – winners featured in the 2016 Program
Interested Home Buyers and Owners Traffic in your Home (your target market)

JUDGING: There will be Judges from both the TBR and the TBA split among categories based on sales price of the home that includes lot. For all entrants not completed by May 6th (judging), the decision to not judge the property will be committee based.

EARLY-BIRD APPLICATION DEADLINE JANUARY 21 - LATE ENTRIES SUBJECT TO LATE FEE(S)
ENTRY FEE AND COMPLETE CONTRACT DOCUMENTS DUE FEBRUARY 29, 2016

ENTRY FEES: Regular Entry: \$1,550 (\$775 non-refundable performance deposit per entry is Due with Application).
Subsequent Entry: \$1,350 (\$775 non-refundable deposit per entry is Due with Application).

Non TBA Builder Members: Must Pay An Additional \$550 to enter a home.

BOARD APPROVAL: All entries are subject to TBA Board of Directors approval.

ARTWORK DEADLINE: All artwork including photographs are due March 1, 2016.

DEPOSIT AND SPACE LIMIT: Entry fee will be invoiced, and due no later than February 29, 2016, with signed contract. Homes must be complete, with a Certificate of Occupancy by Parade inspection unless non-safety exception is pre-approved by the TBA Board. Participation is contingent upon TBA Board approval, adherence to all Parade of Homes rules, contract provisions, and program submission deadlines.

CONTACT INFO: Parade of Homes Chairperson **Tom Vieth (tomvieth.build@yahoo.com);**
or Lynne Edwards at the TBA office, 385-1414, or Lynne.Edwards@Tallyba.



Initial

**2016 TALLAHASSEE BA PARADE OF HOMES SEPTEMBER MAY 7-8 & 14-15
BUILDER APPLICATION**

CATEGORY:

Single Family Home
 Attached for Sale Home

COMPANY SUBMITTING ENTRY:

Builder

COMPANY INFORMATION:

Company Name: _____
Contact Person: _____
Mailing Address: _____
Phone: _____ Fax: _____
Email _____ Website _____

PARADE HOME INFORMATION:

Address: _____
Area of Subdivision: _____

OWNER OF HOME: If applicant is not the owner of the home in May 2016, please provide the contact information for the owner. The owner must sign a release of liability before the parade.

Owner's Name: _____
Phone: _____ Email: _____

SALE PRICE/MARKET VALUE: Mandatory for judging purposes: Applicant can elect to remove the price in the Parade Program. If listed for sale, provide sale price. If not for sale, provide market value (including the lot).

Total Home Market Value, Including Lot Value: _____
Lot Value: _____
Livable Square Footage: _____

**RETURN COMPLETED APPLICATION WITH THE \$750 PERFORMANCE DEPOSIT TO:
TBA, 2600 Centennial Place, Ste 101, Tallahassee, FL 32308
Mailing Address: PO Box 12723, (Zip Code: 32317)**

Signature: _____

Date

Print Name: _____

2016 Parade of Homes Entry Form

Deadline for submission is: Friday, January 21st (Early Bird)

Company Name: _____

Phone: _____

Web address: _____

Entry Street Address: _____

Entry City: Entry Zip: _____

Materials:

Company Logo Community Logo Floor Plan Photo/Rendering

Supplemental Logos (FGBC, Energy, City of Tallahassee etc.) Max 4 Please List what to include

- 1.
- 2.
- 3.
- 4.

Price: \$ _____

_____ Bedrooms Baths: _____ Full _____ Half _____ Square Feet _____ Car Garage

Builder: _____

License #: _____

Bullets: Max 10:

- | | |
|----|-----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |

Caption Verbiage Max 8 Lines/348 Characters:

Simple Directions Max 3 Lines:

Realtor/Sales Contact:
Company: _____
Realtor: _____
Phone: _____

For Questions or to Email Form Contact:

Lynne Edwards (850) 385-1414

Lynne.Edwards@tallyba.com