



Home Builders Association of Oconee County

**January 29-30, 2016
Shaver Recreation
Center
Seneca, South Carolina**

It's the 12th Annual Home and Remodel Show at the Shaver Recreation Center! Reservations for exhibit space are now being accepted. You don't want to miss out on this excellent two-day opportunity to expand your business in profitable directions.

The Home & Remodel Show features a wide range of new home and remodeling products and services and landscaping and gardening exhibits that are sure to inspire homeowners throughout Oconee County and surrounding areas.



EXHIBITOR REGISTRATION

TERMS AND CONDITIONS

SHOW LOCATION

The 12th Annual HBA of Oconee Home and Remodel Show will be held at the Shaver Recreation Center in Seneca. Once the Home and Remodel Show begins, exhibitors will be allowed to enter and exit through the main entrance only. Using any other entrance is prohibited and will result in exhibitors being asked by security to leave the premises.

Show Dates & Hours

Friday, Jan. 29, 1:00 p.m. - 6:00 p.m.

Saturday, Jan. 30, 9:00 a.m. - 6:00 p.m.

EXHIBITOR SETUP

All exhibits must be installed by 6:00 p.m., Thursday, January 28th. An assigned set-up time may be designated by the HBA of Oconee for exhibitors with large products or special equipment.

Setup Schedule

Thursday, Jan. 28, 8:00 a.m. - 6:00 p.m.

EXHIBIT BREAKDOWN/REMOVAL

No exhibit shall be disassembled, packed or removed during the continuance of the Show. Exhibitors may break down their physical exhibit beginning at 6:00 p.m. on Saturday, January 30. All exhibits must be totally disassembled and removed from the Shaver Center by noon on Monday, Feb 1st. Any exhibit material remaining after this deadline will be packed and shipped at the exhibitor's expense, including labor, materials, and shipping costs.

Breakdown Schedule

Saturday, Jan. 30, 6:00 p.m. - 9:00 p.m.

Monday, Feb 1, 8:00 a.m. - 12:00 p.m.

ASSIGNMENT OF SPACE

Exhibit space is assigned on a first-come, first-served basis. Exhibitors from the 2015 Show will have until October 15, 2015 to lease the same exhibit space for the 2016 Show prior to other prospective exhibitors. After October 15, 2015 all unreserved spaces will be assigned on a first-come, first-served basis.

EXHIBIT SPACE RENTAL RATES

Full registration fee is due with your completed and signed registration form; however a payment plan is available. No refunds will be issued after contract and payment are received. Registration and payment must be received by December 31st.

HBA of Oconee Member.....\$350.00
Non-Member.....\$450.00
Booth Deposit (per booth)\$100.00
(Payment Plan: \$100 deposit, plus monthly installments of at least \$75 with remainder due on December 31st.)

BOOTH DESCRIPTIONS

Exhibit areas are 10'x10' booths with one 8' high draped back and 3' draped sides. One table, two chairs, and access to one 115V electrical outlet are available by request. Exhibitors must provide their own extension cords. All tables will be required to be skirted or exhibitor can choose to cover with an attractive tablecloth or linen. Additional pipe and drape and electrical outlets, tables, and chairs are available upon request for an additional charge to be paid in advance by exhibitor.

EXHIBITOR BADGES

HBA of Oconee and the Shaver Center (Show Management) will provide exhibitor passes to serve as credentials. Each exhibitor will be given five passes with the option of purchasing additional passes at \$5.00 each before December 31st. After December 31st, additional badges will increase to \$8.00 each. A sign-in sheet will be available for vendors to get credentials. Show Management requires that all passes be turned in at the end of the event. Badges are required to be worn at all times during setup, Preview Night,

Show hours, and breakdown times.

REFUND POLICY

Registration fees on contracted space are non-refundable should the exhibitor cancel the contract for any reason.

CLEANING

Exhibitors are expected to keep their exhibit space clean and attractive during Show hours. The Shaver Center will clean public areas only. Exhibitors are responsible for cleaning their individual exhibit areas prior to the Show opening and daily during the Show.

DAMAGE TO THE BUILDING

Nothing shall be posted, tacked, nailed, screwed or otherwise attached to columns, walls, floors, or other parts of the building or furniture. Anything deemed by Show Management as necessary or proper for the protection and/or repair of the building, equipment and/or furniture will be at the expense of the responsible exhibitor. Exhibitors are responsible for replacing the exhibit floor to its original condition.

DEMONSTRATIONS

Any demonstration or activity that results in obstruction of aisles or prevents ready access to nearby booths is prohibited. The aisles are the property of The Shaver Center. Each exhibitor has the responsibility to assure that any demonstrations or samplings conducted by booth personnel do not interfere with aisle traffic and/ or neighboring exhibitors/exhibit space. Should spectators or samplers interfere with the normal traffic flow or overflow into neighboring exhibits, Show Management will request that the presentations or sampling be eliminated. No exhibit or demonstration shall be permitted, nor anything be distributed if it is considered a source of danger or annoyance. Show Management reserves the rights to prohibit, modify, and regulate any display not keeping with the policies of the Show, or objectionable from its point of view.

FIRE REGULATIONS

To conform to fire regulations, all materials in The Shaver Center must be non-flammable. All cloth decorations must be able to withstand a flame test as prescribed by the Fire Marshal. No fire exit, fire station or fire extinguisher may be obstructed.

SUB-LEASING OF SPACE

Exhibitors may not assign or sublet any space assigned to them, and may not advertise or display goods or services other than those sold by them in the regular course of their everyday business. Only one company is allowed per exhibit space.

IDEMNIFICATION

The exhibitor agrees to indemnify the HBA of Oconee, and its officers, directors and employees and hold them and each of them harmless from and against any and all claims arising out of the acts of the Exhibitor, its agents, representatives and employees, and all contractors, erectors, delivery persons, suppliers and persons furnishing services, delivery, work or materials at the instance of the Exhibitor.

INSURANCE

Exhibitor is required to provide to the HBA of Oconee an insurance certificate listing the HBA of Oconee as a co-insured party providing adequate coverage for liability and damage. HBA of Oconee carries no insurance on Exhibitor's property, and will not be liable for loss or damage by any cause.

LIABILITY

Neither the HBA of Oconee, the employees of the HBA, the Town of Seneca, the owners of The Shaver Center, their representatives, nor the management and staff of the 11th Annual HBA of Oconee Home and Remodel Show will be responsible for any injury, loss or damage that may occur to the Exhibitor or the Exhibitor's employees or property from any cause whatsoever, before, during, or after the period of this contract. On signing of the contract below, the exhibitor releases the foregoing parties from all such claims for loss.

REGISTRATION/CONTRACT

Fax this completed form to (864) 882-1676. Email: hbaoconee@att.net, or mail to: PO Box 337, Seneca, SC 29679

Full payment is due with your completed and signed registration form. Must be received by December 31st.
No refunds will be issued after contract and payment are received.

Payment Plan: \$100 deposit, plus monthly installments of at least \$75 with remainder due on December 31st.

Registration Information

Business Name _____

Product/Service Provided _____

Contact Name _____

Authorized Signature _____

Address _____

City/State/Zip _____

Phone _____ Fax _____

Email _____

Contract Agreement

By signing below, I agree to the terms and conditions outlined in the 12th Annual Home & Remodel Show packet.

Exhibitor Signature _____ Printed Name _____ Date _____

Fees & Options

→ HBA Member Booth:..... \$350 x #booths _____ = \$ _____

☐ Yes, I want to take advantage of the payment plan.

→ Non-Member Booth:.....\$450 x #booths _____ = \$ _____

☐ Yes, I want to take advantage of the payment plan.

→ Booths 11/12, 19/20, 26/27: Member Rate:.....\$800 = \$ _____

☒ Yes, I want to take advantage of the payment plan.

→ Booths 11/12, 19/20, 26/27: Non-Member Rate:....\$1,000 = \$ _____

☒ Yes, I want to take advantage of the payment plan.

→ 2015 Exhibitors: Do you want the same booth location? Yes No
2015 Exhibitors have the opportunity to reserve the same booth space for the 2015 Show. All other exhibitors will be placed on a first-come, first-served basis.

→ Do you require a table? Yes No

→ Do you require chairs? Yes No

→ Do you require one 115V electrical outlet? Yes No

Additional tables, chairs, and electrical outlets are available at an additional cost. Inquire at the HBA of Oconee.

Payment Options

☐ Check Enclosed (Payable to: HBA of Oconee)

☐ VISA ☐ MasterCard ☐ Discover

Credit Card # _____

Exp. Date _____ 3-digit Code _____

Name on Card _____

Billing Address _____

Authorized Signature _____

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