

MID-WISCONSIN HOME BUILDERS ASSOCIATION
2012 HOME PRODUCTS AND REMODELING SHOW



Exhibitor Packet

February 17, 18, 19, 2012

Friday, Feb. 17 3-7PM ■ Saturday, Feb. 18 9AM to 5PM ■ Sunday, Feb. 20 10AM to 3PM

Glacier Canyon Convention Center at the Wilderness
45 Hillman Road, Wisconsin Dells

COVERING A FIVE COUNTY AREA!

Providing the public a reliable source of information about all facets of remodeling & new home construction...Providing a direct and immediate benefit to area builders, subcontractors and suppliers....Join us in highlighting our trade to the public by participating in this opportunity to showcase the incredible workmanship, products and services our area can provide.

“To better the communities in which our members operate, by encouraging the use of fair and ethical business practices; and to cultivate mutual prosperity and strengthening membership.”

Mid-Wisconsin Home Builders Association- PO Box 865-Portage, WI 53901 – ph 608.742.1424
mwhba@dwave.net – www.mwhba.org

MID-WISCONSIN HOME BUILDERS ASSOCIATION 2012 HOME PRODUCTS AND REMODELING SHOW



SPONSORSHIPS AVAILABLE!!!!

Please help your association with your sponsorship

February 17, 18 & 19, 2012

Friday, Feb. 18 3-7PM ■ Saturday, Feb. 19 9AM to 6PM ■ Sunday, Feb. 20 10AM to 3PM

**Glacier Canyon Convention Center at the Wilderness
45 Hillman Road, Wisconsin Dells**

MAJOR SHOW SPONSOR: One 10 X 10 booth, Name listed in flyer 25,000 circulation, Name announced during show, name listed at front door, name on banner, name on website..... \$1000.00

Vendor Area Sponsor: Snacks and drinks for show hours
Name listed in flyer 25,000 circulation, name announced during show, name listed at front door, name on banner, and name on website.....\$300.00 (3 needed)
(if we do not get sponsors, there will be no vendor area)

RADIO SPOTS SPONSORS: 9 SPOTS AVAILABLE.....\$50.00 EACH
First come, First spots!

GAS CARD GIVEAWAY SPONSORS: 6 - \$50.00 CARDS GIVEAWAY AFTER SHOW
Name listed in flyer, name announced during show, name listed at front door, name on banner and name on website..... \$50.00 Each

Sponsorship_____

Name of Company_____

Name of Contact_____ Phone_____

Payment method: Check enclosed CC – Will call to get information



2012 HOME PRODUCTS AND REMODELING SHOW SUMMARY

(Keep for future information)

DATES:	February 17, 18, 19 2012	
LOCATION:	GLACIER CANYON at the WILDERNESS 45 Hillman Road, Wisconsin Dells	
SHOW HOURS:	Friday	3:00pm – 7:00pm
	Saturday	9:00am – 5:00pm
	Sunday	10:00am – 3:00pm
SET UP:	Thursday	11:00am - 5:00pm
	Friday	8:00am – 2:00pm (Sharp)
TAKE DOWN:	Sunday	3:00pm – 6:00pm(unless convention center still open)
	Monday	8:00am – 12:00pm
	(PLEASE CLEAN UP ANY DEBRIS FROM YOUR BOOTH)	

ITEMS THAT MUST BE TURNED IN TO RESERVE BOOTH SPACE

- The **ORIGINAL CONTRACT** of “Contract for Exhibit Space” signed
- Check or credit card information for down payment
- Certificate of Insurance (See Below)

When your booth(s) is assigned you will receive a floor plan of the booth layout showing the location that has been assigned to your company.

INSURANCE REQUIRED: A Certificate of Insurance must have the following coverage- \$500,000 bodily injury, \$500,000 liability coverage, \$500,000 property damage or combined single limit \$500,000. This certificate must list as **additional insured Mid-Wisconsin Home Builders Association and Glacier Canyon at the Wilderness.**

LOADING DOCKS: Please unload all display materials at the Hotel/Convention Center loading dock on the east side of building. Please unload your vehicle as quickly as possible and then remove it from the loading dock area to make room for other exhibitors. The front doors should only be used for smaller exhibits. The door may not be tampered with to make larger.

TABLES: There is a **\$25 per table/chair fee this year.** Please reserve when you sign your contract. We need to have them reserved prior to show. Otherwise there will be a \$50 charge on the day of the show.

NEWSPAPER INSERT: As always we will be distributing a Home Show insert in the local papers the week before the show as well as at the show. If you are interested in advertising or have a topic for a feature article please contact South Central Newspapers and they will be the official newspaper for the 2012 Show. Please call the newspaper at 608-742-2111 and speak with Julie Brown for further information.

HOTEL RESERVATIONS: Block of rooms for our show has been reserved until **JANUARY 17, 2012. Call 1-800-867-9453 and use Leader #294022** for our special rates of:
Double Queen Couch Glacier Canyon Lodge Thurs. \$99.00, Fri. \$130.00, Sat. \$209.00

ELECTRICAL SERVICE: Is included in this year's price. Please bring your own extension cords. The hotel will not be providing any. If you have special electrical needs please advise.

SEMINARS: They will be held on Saturday and Sunday of the show. **If you or someone you know would like to give a seminar please call so we can set the schedule.**

QUESTIONS?? Call Mary Ann Schneiter at 608-742-1424 at the Association office.

SHOW RULES & REGULATIONS



BOOTH RESERVATIONS

- The Mid-Wisconsin Home Builders Home Products and Remodeling Show is open to members and non-members whose business, products and services related to home building, decorating, furnishing, landscaping or that in the opinion of the Home Products & Remodeling Show Committee are related to home building or home remodeling.
- Payment of 1/2 down if prior to October 31 must accompany the original contract with the proof of insurance to follow. Final payment and proof of insurance must be sent to association on or before October 31. If exhibitor reserves space after October 31, full payment must accompany contract with proof of insurance to follow.
- Certificate of Insurance indicating that bodily injury liability coverage with minimum limits of \$500,000 and \$500,000 property damage or a combined single limit of \$500,000 is in force during the ingress, egress and show dates. Each exhibitor must add MWHBA and Glacier Canyon at the Wilderness as an "additional insured" to his/her policy. The Certificate of Insurance must also indicate that MWHBA will receive 30-day written notice of cancellation of the policy.
- All booth money is to be retained by the Mid-Wisconsin Home Builders Association if a cancellation request is made AFTER November 30. All cancellations must be put into writing to MWHBA prior to November 30.
- Failure to occupy space one-hour prior to the opening of the Show will be forfeited by the Exhibitor. This space may be re-rented for use by MWHBA as it sees fit, without refund, unless arrangements for delayed occupancy have been approved by MWHBA.
- Priority notices are sent out to last years exhibitors on or around August 15. They have preferential choice for their booth space and receive an early-bird discount. MWHBA will try to give you the booth you have requested, however due to special needs and trying to keep competing companies separated, we reserve the right to move your booth without notice. Starting October 1 priority is lapsed and we will start marketing to all potential vendors. Notices of the Show may also be distributed through other Media.

BOOTH RESTRICTIONS/OTHER BOOTH INFORMATION

- Exhibitors agree to obey all the rules of the Convention Center which will be in effect at the time of the Show and to abide by all cities, county and federal rules and regulations to which the Show is subject to.
- Displays must remain within the confines of the booth.
- Exhibitors may distribute literature regarding their products only from inside their booths.
- MWHBA reserves the right to control the usage and volume of any sound device or instrument.

- Exhibitors, their employees, subleases, agents or assigns will not engage in any conduct, physical or otherwise that might damage or be detrimental in any way to the Show or to the MWHBA.
- No alcoholic beverages will be consumed in the booths during the show hours. Verbal warnings will be given by the Home Show committee if observed.
- Signs must remain within the confines of the booth. Signage can only face the front or walkway, not above or into adjoining booths. Signs may not be hand lettered or drawn. Exhibitors provide their own booth signage and decorations at their own expense.
- All booth decorations must be flame proofed. Electrical wiring must conform to National Electrical Code Safety Rules.
- There will be a table charge of \$25 if table requested. Electricity will be part of booth price. Exhibitor needs to bring their own extension cords. Convention Center will not provide any.
- By signing a Show contract, exhibitors agree to staff exhibits during ALL show hours. Verbal warnings will be given to non-compliant booth exhibitors by the MWHBA Home Show Committee.

TEAR DOWN

- All booth displays must remain completely set up until the set closing time of the final day.
- Exhibitors must remove all exhibits and materials related to the exhibit by the set deadline. Any exhibitor who exhibit or related materials are not completely removed by the deadline will be assessed a penalty as determined by the Home Products and Remodeling Show Committee. In addition, at the exhibitors' expense MWHBA may remove or have removed and store any exhibit and/or its related materials remaining after the deadline. The exhibitor will indemnify and hold harmless the MWHBA, its employees, agents, or assigns, against any and all claims of any person whatsoever, arising out of acts or omissions of MWHBA, its employees, agents or assigns.

This page is a quick reference of Mid-Wisconsin Home Builders Association Home Products and Remodeling Show rules and regulations. A complete set of rules is available upon request.



MID-WISCONSIN HOME BUILDERS ASSOCIATION

2012 HOME PRODUCTS AND REMODELING SHOW

Fri., February 17 3-7pm ■ Sat., February 18 9am – 5pm ■ Sun., February 20 10am – 3pm

EXHIBITOR INFORMATION

This agreement is made between the Exhibitor named and the Mid-Wisconsin Home Builders Association, hereafter referred to as MWHBA, Exhibitor agrees to rent exhibit space, subject to the terms defined in this Agreement, the terms in the Home Products & Remodeling Show Rules and Regulations and in the Glacier Canyon Convention Center at the Wilderness, which are made part of this agreement by references, the terms to set-up and take down and any other regulations as will be noticed prior to the Home Products & Remodeling Show.

Exhibitor (Company Name): _____

Address: _____

City: _____ State: _____ Zip _____

Telephone: () _____ Fax: () _____

Trade Show Representative Name: _____

Trade Show Representative Telephone : Cell _____ Other _____

Email Address – IMPORTANT: _____

Exhibitor agrees that this representation is **authorized to represent the company** in all matters pertaining to the Home Products & Remodeling Show and shall be the person whose name is used on **all future MWHBA mailings pertaining to the Show**.

Exhibitor Space

Booths are reserved on a **first come-first serve basis**. Your placement is based on your description below. MWHBA agrees that if this contract is accepted by MWHBA, space will be made available as described on the official floor plan to be used for display purposes only.

DESCRIPTION OF EXHIBIT: Describe below all products and services to be promoted or sold. **This section is mandatory.**

BOOTH PRICES: *all booths are 10 X 10* **BOOTH(S) PREFERENCE:** _____

	1 st booth	2 nd booth(3 rd , 4 th)	corner(s)	tables	TOTAL
<input type="checkbox"/> MWHBA Member	_____ \$525	_____ \$350	_____ \$50 each	_____ \$25 each	\$ _____
<input type="checkbox"/> WBA Member (& past exhibitors)	_____ \$625	_____ \$500	_____ \$50 each	_____ \$25 each	\$ _____
<input type="checkbox"/> Non-Members (Never exhibited with us)	_____ \$775	_____ \$725	_____ \$50 each	_____ \$25 each	\$ _____

Required down: 1/2 of total with contract. Balance must be PAID IN FULL BY **OCTOBER 31, 2011**.

Service Orders: Exhibitor acknowledges that Exhibitor must arrange for service orders (materials other than back curtain per booth).

Electrical service is included in the booth price. Special voltage needs to be ordered separately.

Down payment: Enclosed is check # _____ for \$ _____ as (check one) _____ down payment _____ full payment for _____ (#) booth(s).

CC# _____ **exp.** _____ **CVS(3digit)** _____ **FINAL PAYMENT DUE OCTOBER 31, 2011.**

CANCELLATIONS: Refunds for cancellations of booth space will only be available for exhibitors to whom MWHBA has sent an executed contract on or before November 30, 2011, provided that the cancellation request signed by the authorized representative is received in writing by MWHBA no later than November 30, 2011. Contracts executed after November 30, 2011 shall no be eligible for a refund.

INSURANCE REQUIRED: Certificate of Insurance must have the following coverage-\$500,000 bodily injury, \$500,000 liability coverage, \$500,000 property damage or combined single limit \$500,000. This certificate must list as additional insured Mid-Wisconsin Home Builders Association and Glacier Canyon at the Wilderness.

Set-up: Thursday, February 16, 11:00am – 5:00pm / Friday, February 17 8:00am – 2:00pm (sharp)

Take Down: Sunday, February 19 3:00pm (sharp) – 6:00pm (or longer) / Monday, February 20, 8:00am to 12:00pm.

Tables are to be ordered prior to the show, please see above. These will come skirted.

Loading Doors: Please unload all display materials at the Hotel/Convention Center loading dock on the east side of the building. Please unload your vehicle as quickly as possible and then remove it from the loading dock area to make room for other exhibitors. The front doors should only be used for smaller exhibits. The door may not be tampered with to make larger.

Advertising Opportunities: As always we will be distributing a Home Show insert in the local papers in a five county area a week before the show as well as at the show. If you are interested in advertising or have a topic for a feature article please forward to the Association and it will be forwarded.

Seminar Opportunities: If you would like to give a seminar, please call the Association and select your times. They are assigned on a first come-first serve basis. **IF YOU KNOW OF A SEMINAR THAT WOULD ENLIGHTEN OUR GUESTS, PLEASE CALL US.**

Exhibitors Passes: Please request 10 free tickets for your clients/family/employees prior to the show.

****DO NOT SIGN THIS AGREEMENT UNTIL YOU HAVE READ THIS AGREEMENT AND THE HOME PROCUTS & REMODELING SHOW RULES AND REGULATIONS WHICH, BY REFERENCE, AREA PART OF THIS CONTRACT. DO NOT SUBMIT THIS AGREEMENT UNLESS ALL BLANKS ARE COMPLETED.**

****By signing this Agreement, the undersigned acknowledges receipt of the Home Products & Remodeling Show Rules and regulations and agrees to be bound by terms of this Agreement, Show Rules and Regulations, Glacier Canyon Convention Center at the Wilderness Rules, all setup and takedown procedures, and any other regulations established and notices prior to the Home Products & Remodeling Show.**

****Expenses and Attorney’s Fees:** In case of default, whether abated or not, exhibitor agrees to pay all costs incurred by MWHBA in enforcing this Agreement, before and after the judgment, including, to the extent no prohibited by law, reasonable attorney’s fees.

****EXHIBITOR MUST SIGN AND RETURN ORIGINAL CONTRACT (KEEP A COPY FOR YOUR FILES) AND ALL OTHER MATERIALS, INCLUDING A CHECK MADE PAYABLE TO: MID-WISCONSIN HOME BUILDERS ASSOCIATION.**

Authorized Signature

Contract approved by

Date

Date

Signer(s) Title (Please Print)

Booth(s) Assigned

Signer(s) Name (Please Print)

Return Original to:
MID-WISCONSIN HOME BUILDERS ASSOCIATION
PO BOX 865
PORTAGE, WI 53901
PHONE: (608)742-1424 FAX (608)742-1494
EMAIL: MWHBA@DWAVE.NET

for MWHBA Use Only

Received: _____
Confirmed: _____
Booth(s): _____

Down: _____
Payment: _____
In Full: _____

Insurance Cert. Received



2012 Mid-Wisconsin Home Builders Association's Home Products and Remodeling Show

List of Exhibitors *as of Jan.25,2012*

Booth(s)

- 105 My Pillow, Inc.
- 107 Mad City Windows
- 109 Bouril Design Studios, LLC
- 111,113 Frey Construction & Home Improvement LLC
- 212, 214
- 119, 121 Brad Webster & Sons Drilling
- 208 LeafGuard of Madison
- 210,211 Top Hat
- 220 Renew-It
- 205,207 South Central Supply
- 213 Bush's Sticks-N-Stones LLC
- 219 Patio Pleasures
- 307 General Engineering, Inc.
- 309 Associated Bank
- 311 Middleton Insulation Systems LLC
- 313 AHT (American Home Technologies)
- 305 Legacy Exteriors, LLC
- 301,303 Sun Comfort, Inc.
- 117, 218 Eagle Homes and Renovation LLC

Ladies Lane

Arbonne International

