

Cost		Amount	Total
\$1125	BASIC BOOTH all 10' wide by 8' deep <i>includes pipe and drape, & I.D. Sign</i>		
\$1175	UPGRADED BOOTH <i>Includes 6' table and 2 chairs</i>		
\$1275	GOVERNORS HALL BASIC BOOTH		
\$1325	GOVERNORS HALL UPGRADED BOOTH <i>Includes 6' table and 2 chairs</i>		
\$975	HBADE MEMBER BASIC BOOTH		
\$1050	HBADE MEMBER UPGRADED BOOTH <i>Includes 6' table and 2 chairs</i>		
\$1125	HBADE MEMBER BASIC GOVERNORS HALL BOOTH		
\$1175	HBADE MEMBER GOVERNORS HALL UPGRADED BOOTH <i>Includes 6' table and 2 chairs</i>		
-\$100	MULTI BOOTH DISCOUNT <i>Per each additional Booth</i>		

\$350	TABLETOP		
\$150	NON PROFIT TABLETOP		
-\$25	MULTI TABLETOP DISCOUNT <i>Per each additional table</i>		

Check If You would Like to Add :

\$125	ELECTRIC for Booth or Tabletop		
\$35	PREMIUM ONLINE LISTING		

GRAND TOTAL

TOP 3 SPACE REQUESTS:

Checks Payable to:

Home Builders Association of Delaware
1600 N Little Creek Road Dover, DE 19901

Please charge my credit card:

Visa MasterCard AMEX Discover

Card # _____

Security Code _____ Exp. Date _____

Zip Code _____

Name on Card _____

Authorized Signature _____

- AUTOMATICALLY CHARGE** the credit card above for:
20% of total balance upon receipt
50% of total balance on **1/31/2014**
Remaining balance **3/1/2014**
- Charge my credit card **one time** in the amount of \$_____ and bill for remaining balance

REGISTER EARLY AND SAVE

8'x10' Booth

\$925 ~~registrations received before~~ 1/31/2014
\$1025 ~~registrations received before~~ 2/28/2014
\$1125 registrations received after 3/01/2014

3'x8' Table

\$300 ~~registrations received before~~ 2/28/2014
\$350 registrations received after 3/01/2014

Select a Category:

- Outdoors Artistry
 Interiors Living- Food, Recreation & Pets
 Exteriors Community

Short Description:

PAYMENT TERMS

A 20% non- refundable deposit required with application in order to reserve space.

If payment terms are not met by below dates, space assignments cannot be guaranteed.

50% of Total 1/31/2014
Balance Due 3/1/2014

Cancellations/Refund Policy:

Cancellations received in writing, 60 days prior to scheduled event will receive a credit toward another show- within 1 calendar year of original booked show, less a 20% cancellation fee. Refunds will not be issued within 60 days of the show.

Information below is the used for Delaware Home & Garden Show correspondence as well as info on your I.D. Sign. Please fill out accordingly.

Company Name _____

Contact Name _____

Contact Email _____

Phone _____ Fax _____

Address _____

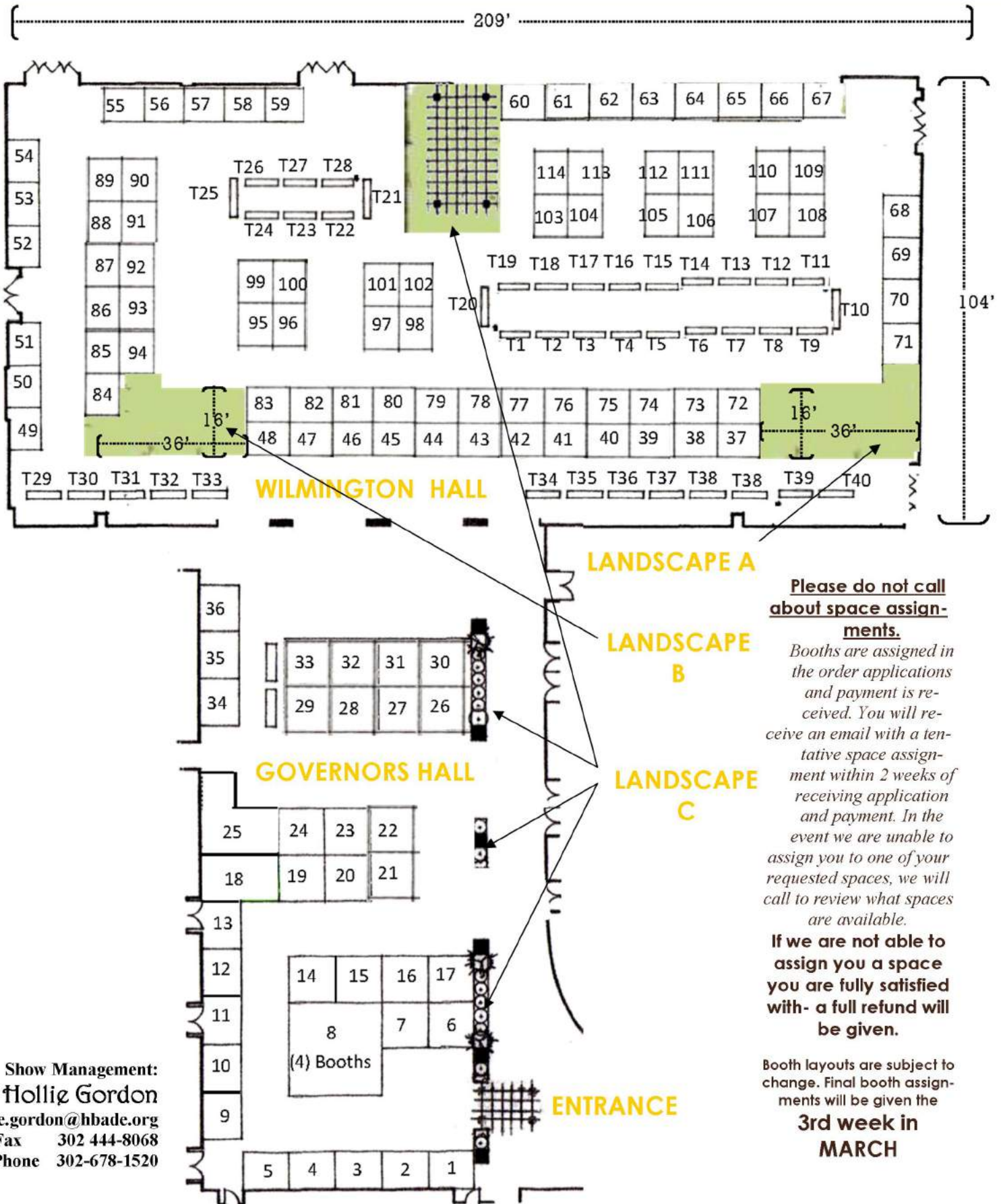
City, State, Zip _____

This agreement constitutes your contract with the Home Builders Association of Delaware for exhibit space at the Delaware Home Show. Space is assigned on a first-come, first-served basis, following the receipt of this completed exhibitor agreement and deposit or full payment. I/We have read the Exhibitor Rules and Regulations on the reverse side and this Exhibit Agreement fully and understand and agree to abide by all terms and conditions printed on the reverse side of this form.

Signature _____

Date _____

2014 FLOOR PLAN



Please do not call about space assignments.

Booths are assigned in the order applications and payment is received. You will receive an email with a tentative space assignment within 2 weeks of receiving application and payment. In the event we are unable to assign you to one of your requested spaces, we will call to review what spaces are available.

If we are not able to assign you a space you are fully satisfied with- a full refund will be given.

Booth layouts are subject to change. Final booth assignments will be given the

3rd week in MARCH

Show Management:
Hollie Gordon
 hollie.gordon@hbade.org
 Fax 302-444-8068
 Phone 302-678-1520

Delaware Home & Garden Show Exhibitor Rules & Guidelines

Display Regulations:

1. Exhibitors shall have at least one attendant at their booth at all times while the Delaware Home Show (DHS) is open to the public.
2. Exhibitors MUST wear proper DHS name badges to gain access to any exhibit hall. Exhibitors without badges must pay the admission fee. There are no exceptions to this rule.
3. Loud sound displays or flashing light displays are not permitted.
4. Rear booth partition drapes are 8' high. Aerial displays must be safely anchored within the exhibit booth. The DHS does not permit any part of, or item within the exhibitor's booth to exceed 12' in height, without prior written approval from the DHS. Displays over 8' in height must be masked where the display is visible over a neighboring exhibitor's booth. Displays must be confined to actual rented space, with no elements extending into the aisle.
5. Displays cannot block neighboring booths. Display elements over 3' high must be set back 3' from the aisle. Raw plywood, cardboard, or other structural material must be painted or appropriately covered if visible from another booth.
6. Exhibitors shall use care not to deface floors, walls, or columns of the facility, including the booth equipment provided and/or rented for the DHS. DO NOT hang items from the drapery or drapery frames or from walls. Exhibitors will be liable for such damage resulting from acts of these types.
7. Exhibitors shall use care not to disrupt the flow of traffic in front of booths.
8. Exhibitors wishing to use costumed characters in their booth must receive written permission from the DHS Show Manager.
9. Exhibitors shall not sell food or beverages. Exhibitors wishing to dispense food or beverages must receive special permission from the DHS and MUST receive a Board of Health temporary permit in advance. The use or dispensing of any alcoholic beverages from any booth is prohibited.
10. Exhibitors are responsible for the cleaning and maintenance of their booth and must keep the booth fully assembled and in presentable condition at all times during the Show.
11. All displays shall conform to the venue and city jurisdiction inspection requirements. Display materials shall be nonflammable or flame retardant.
12. Propane or Helium tanks or other highly flammable or potentially explosive materials are prohibited inside the venue.
13. Exhibitors shall not assign or sublet any part of their assigned space; nor may two or more unrelated companies share a single space or combine their reservations.
14. Balloons are permitted to be used as booth décor however are NOT permitted to be distributed to attendees.
15. Exhibit staff are prohibited from smoking within 100' from any DHS entrance used by Show Attendees. Exhibitors may only smoke at the designated area at the loading dock.

B. Unethical Practices:

1. No soliciting for business by any Exhibitor is permitted at the booth of other Exhibitors, or in the aisles. Exhibitors must remain within their contracted booth space.
2. Samples, catalogues, pamphlets, publications, and any other promotional material may be distributed by an Exhibitor only from within his/her booth.
3. Unethical or inappropriate conduct, or infractions of these Guidelines and Regulations by an Exhibitor, may result in dismissal from the Exhibit Hall and DHS. In such an event, it is specifically understood by the Exhibitor that no refund will be made, and that no demand for redress will be honored from the Exhibitor, the Exhibitor's representative, or any agent for the Exhibitor.

C. Security:

1. Exhibitors are urged to remove valuable property from the premises during non-exhibit hours of the DHS. The DHS is not responsible for lost or stolen property.
2. Exhibitors shall wear DHS badges when in the Exhibit Hall; and be prepared to show identification when removing items from the exhibit areas.

3. Exhibitors shall use the designated exhibitor parking lot during exhibit hours. The Exhibitor Entrance is through the rear door by the loading dock during load in and during all show hours.

D. Liability:

1. Exhibitors are liable for any damage to the Exhibit Hall floors, walls, or columns; to standard booth equipment rented or provided; and to the property of other Exhibitors that they may damage.
2. Exhibitors are responsible for their own insurance to cover all contingencies including, but not limited to, fire, theft, property damage, public and private liabilities, and worker's compensation.
3. The DHS will not be responsible and does not guarantee against loss, damage, or injury that may occur to the Exhibitor; the Exhibitor's employees, representatives or agents; or any property related thereto; from any cause whatsoever prior, during, or subsequent to the DHS. The Exhibitor expressly releases the DHS, and agrees to indemnify the same against all claims for such loss, damage, or injury. If any action by the Exhibitor before, during, or after the DHS causes legal action against the DHS, the Exhibitor will be solely responsible for any and all resulting legal costs.

E. Set Up/Tear Down:

1. Exhibit times are Saturday from 10:00 a.m. to 6:00 p.m. and Sunday from 11:00 a.m. to 4:00 p.m.
2. Installation and Booth Set up will be on the Friday prior to the show from 10:00 a.m. - 4:00 p.m. and Saturday morning from 8:00 - 9:00 a.m. If an Exhibitor fails to occupy space assigned for the DHS by 9:30 a.m. on the day of the show, or fails to comply in any other respect with the terms set forth for the DHS, the DHS reserves the right to use such space in any manner whatsoever, without releasing the Exhibitor from the financial obligation agreed upon when the Exhibitor's reservation was accepted, from infraction of these Guidelines and Regulations, or from any other financial obligations incurred through the Exhibitor's anticipated occupancy in the DHS.
3. Dismantle and Tear Down begin at 4:00 p.m. on the final day of the show and must be completed prior to 7:00 p.m. Exhibitors shall keep their displays and products fully assembled until the end of the show. **Do Not Pack Up Early!** Exhibitors who pack up early will be ineligible to participate in future DHS events.
4. If an Exhibitor fails to remove any item from the Exhibit Hall or venue property by 7:00 p.m. on the final day of the show, the DHS in its sole discretion will remove the item. The DHS are not responsible for any loss or damage that may occur to any item during this process. It is the Exhibitors responsibility to reimburse the DHS a removal fee of \$100 plus any cost associated with the removal and/or storage of the item, prior to the DHS releasing the item to the Exhibitor.

F. Cancellation:

1. Cancellations received in writing 60 days prior to each event will be refunded, minus a \$100 cancellation fee per rented space. Refunds will not be issued within 60 days of the show.
2. The DHS reserves the right to prohibit an exhibitor from renting a space at any show if the exhibitors account has been delinquent in the past.

G. Other:

1. All matters and questions not covered by these regulations are subject to the decision of the DHS Event Director. The Director may amend these rules and regulations at any time and all amendments that may be made shall be equally binding upon publication on all parties affected by them as the original regulations.
2. The DHS reserves the right to use your likeness in any video, newsprint or other media to promote the Expo.
3. The DHS reserves the right to modify the floor plan at any time and alter locations of exhibitors or booths or show activities, without notice, to present a more successful show if deemed in the best interest of the show.

ADVERTISING PLAN

GIVEAWAYS

500 FREE Trees

20 Flower Baskets

\$2,000 DECK GIVE AWAY

(10) STIHL Lawn Power Tools (trimmers, edgers, weeders etc.)

FREE ADMISSIONS CODES Beginning 3/7

Redeem at www.delawarehomeshow.com

25k flyers distributed at New Castle County LOWES

"Compliments of" Vendor Admissions branded w/your logo!*

**Electronic, No maximum*

195 BILLBOARD- Riverfront Exit Beginning 3/1

THE NEWS JOURNAL Beginning 3/2

(12) Print Ads, with BOGO admission codes

Front page "Sticky Notes" Sun. 3/23 & Wed. 3/26

Delawareonline.com Beginning 2/24

100k banner ad impressions

50k :15 video impressions

WSTW/WDEL Beginning 3/10

335 drive time spots beginning 3/10

Electronic Scratch & Win promotion for FREE DECK GIVE AWAY

SEMINARS & DEMONSTRATIONS

"Plant this, Not That" Native Alternatives

Gary Schwetz, Delaware Center for Horticulture

"Dice It & Dip It" Cutlery Techniques & Hummus Demos

Personal Chef Bianca Russano

"Furniture Painting Made Easy"

Beth Delligatti "The Paint-It Lady" & CeCe Caldwell's Paints

KIDS CORNER with PARTY BUSINESS

Face Painting, Balloon Art, Sand Table, Magic Show,

Moon Bounce and MORE