



Home Builders Association of Eastern New Mexico

2018 HOME, GARDEN, & LIFESTYLE SHOW CONTRACT

This agreement is with Home Builders Association of Eastern New Mexico (HBAENM), for exhibit space for the 2018 Home, Garden, & Lifestyle Show, to be held at the Clovis Civic Center, 801 Schepps Blvd, Clovis, New Mexico.

Dates and hours are as follows: **Saturday, April 7 - 10:00 AM to 5:00 PM** and **Sunday, April 8 - 11:00 AM to 5:00 PM**

PLEASE SEND IN YOUR CONTRACT AND PAYMENT IN ASAP.

BOOTH: \$350.00 PER BOOTH (There are also five booths-and-a-half available for \$500 ea.)

- **Main Exhibit Area, NE and SE Annex Exhibitor space includes:** 10'x10' inside booth with 8' back drape, 3' side drapes, 110 electrical outlet, one (1) draped table & two (2) chairs. Additional draped tables are available at \$30.00 each.
- **Lobby Area Exhibitor space includes:** 15'x6' booth with 8' back drape, 3' side drapes, 110 electrical outlet, one (1) draped table & two (2) chairs. Additional draped tables are available at \$30.00 each.
- **Outside Courtyard space includes:** approximately 15'x30', no tables, undraped table upon request.

Space will be assigned with due consideration to exhibitor's preferences, based upon date of receipt of contract and fees. We reserve the right to change any assigned booth space, if necessary.

BOOTH REQUIREMENTS	TOTAL
<input type="checkbox"/> # OF BOOTHS @ \$350 EA. <input type="checkbox"/> DIVIDED OR <input type="checkbox"/> CONTINUOUS <input type="checkbox"/> INSIDE <input type="checkbox"/> OUTSIDE	
<input type="checkbox"/> # OF ONE & HALF BOOTHS @ \$500 EA.	
TABLES: <input type="checkbox"/> NO TABLES <input type="checkbox"/> ONE FREE TABLE <input type="checkbox"/> EXTRA TABLE(S) @ \$30 EA. # _____	
ELECTRICAL OUTLET: <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> 220 OUTLET(S) @ \$50 EA. # _____	
INTERNET: <input type="checkbox"/> YES \$30 PER EXHIBITOR	
PHONE: <input type="checkbox"/> YES \$20 PER EXHIBITOR	
WATER: <input type="checkbox"/> YES <input type="checkbox"/> 0-100 GAL \$10 <input type="checkbox"/> 101-500 GAL \$30 <input type="checkbox"/> 501-1000 GAL \$125 <input type="checkbox"/> 1000+ \$200	
PLEASE READ TERMS AND CONDITIONS ON NEXT PAGE BEFORE SIGNING	TOTAL

Company Name: _____ Contact Name: _____
 Mailing Address: _____ City: _____ State: _____ Zip: _____
 Phone: _____ Cell Phone: _____
 Email: _____ Exhibitor Signature: X _____

TO HELP US MARKET YOUR EXHIBIT PLEASE GIVE A DESCRIPTION OF YOUR BOOTH HERE:

PAYMENT METHOD

Amount: \$ _____ Check Credit Card

CHARGE MY CREDIT CARD VISA M/C

Please note this will include a 4% processing fee

Card #

Expires: _____ CWV

Zip code of the billing address for the above card _____

Make checks payable to:
 HBA of Eastern New Mexico

Mail contract & payment to:
 621A Main St., Clovis, NM 88101

Email contract to:
 hbaofenm@gmail.com.net

Or call 575-762-4342

If you have any questions contact
Robyne Beaubien 575-762-4342 /575-791-8309
or Todd Farrell 575-742-1100/575-714-3232.

WWW.CLOVISHOMEANDGARDEN.COM

HOME BUILDERS ASSOCIATION OF EASTERN NEW MEXICO

2018 Home, Garden, & Lifestyle Show

TERMS & CONDITIONS

All merchandise to be exhibited must be home, garden and lifestyle items only. Home Builders Association of Eastern New Mexico (HBAENM) reserves the right to disapprove any merchandise to be displayed.

Exhibitor badges will NOT be issued for admission. All Exhibitors **must** wear some type of attire or name badge with company identification in order to receive free admission. In addition, all Exhibitors must use the **west** entrance of the Civic Center. ONLY Exhibitors can enter through the west doors. **Anyone without the identification described above will have to use the south entrance and pay admission.** If you wish to be entered in the drawings you MUST purchase an admission ticket.

Set-up times are: 8:00 AM - 8:00 PM, Friday, April 6
Booths must be completed by 9:00 AM, Saturday, April 7

There will be important Home, Garden, & Lifestyle Show announcements 30 minutes prior to the opening of the Show in the main exhibit area. Please have a representative present.

Contents of display must remain within your designated space.

Exhibitors are not to dismantle until 5:00 PM, Sunday, April 8. Tear-down must be completed that evening or between 8:00 AM and noon, April 3.

Your space will have an 8' back drape, 3' side drapes, and one draped table that must be returned at close of the Show. Additional tables are available upon written request, per agreement on the contract.

Demonstrations and/or operation of equipment must be approved by HBAENM Home, Garden, & Lifestyle Show Committee.

Advertising included in your Exhibitor fee will be promotional fliers, radio, newspaper, a listing in the official Home and Garden Show Map and on our web site www.clovishomeandgarden.com.

No food or beverages may be brought in the Clovis Civic Center for distribution (this includes the distribution of bottled water). Concessions will be provided by Clovis Civic Center.

There will be an admission charge to the public for entry to the Show. Adults 13 & over \$3.00, Children 5-12 \$1.00. Children under 5 years old free if accompanied by an adult.

Drawings: Donations for door prizes at the HBAENM Home, Garden & Lifestyle Show must be received by April 1, 2018, to be included in the official show program. Exhibitors may give away merchandise in their booths by private drawing. All money raffles must be approved by the HBA. Only the HBA winners will be announced via intercom. Exhibitors should contact winners of their private drawings, or post winners names in their booth.

Smoking is not allowed inside the Clovis Civic Center.

By signing this contract, Exhibitor hereby agrees to indemnify and hold harmless Home Builders Association of Eastern New Mexico and Clovis Civic Center, and each of their officials, officers, agents, employees, successors and assigns from and against any and all claims, demands, defense costs, liability, expense, or damages (direct and indirect) of any kind or nature arising from or in connection with Exhibitor's use and/or occupancy of the Clovis Civic Center, including any damage or loss of any property belonging to Exhibitor.

Note: HBAENM will sponsor two **\$200.00 Gift Certificate** drawings (one on Saturday and one on Sunday) from the day's entry tickets to be spent with any Exhibitor in the Show. These could be redeemed by the winner in your store. They are for merchandise only and not cash. **If redeemed with your business, please bill HBAENM for \$200.00 with proof of the purchase and the winner's name.**