



The Show That Means **BUSINESS!**

Booth sales are now open for the largest consumer home show in Central Illinois!

Over 110,000 s.f. of exhibits
More than 240 exhibitors

February 27-March 1, 2009
Peoria Civic Center

**RESERVE YOUR
BOOTH NOW!**

Why Should You Exhibit at the Show?

For over two decades, the Official Spring Home Show has brought tens of thousands of area consumers to the Peoria Civic Center to learn more about the products and services of local companies involved in new home construction, home remodeling, home improvement and landscaping. There is no other event in the area where you will find more of your potential customers gathered than at the Official Spring Home Show!

Steps for Reserving Your Booth Space

1) Review the materials for the 2009 show, which include:

- Booth Rental Fee Schedule (Includes Discount for HBAGP Members)
- Exhibitor Rules & Regulations
- Floor Plan for Making Booth Location Request
- Exhibit Booth Contract (to be returned to the Home Builders Association)

Note regarding booth placement: The floor plan changes each year to enhance traffic flow and keep the show fresh for the buying public. No exhibitor retains first right over space occupied the previous year; however, you may request booth space in the same area. Final booth placement is made by HBAGP in the best interest of the show, our visitors and our exhibitors.

2) Mail all booth contracts and checks to:

HBAGP ▪ 1599 North Main Street ▪ East Peoria, IL 61611

Booths for the Official Spring Home Show cannot be held or reserved on-line or by phone ... booths are assigned on a first-come, first-served basis as contracts and booth payments are received in the HBAGP Office. No booths are held without the minimum booth deposit (50% of booth cost). You must pay in full to receive the Early Bird discount rates. Please note that our address has changed since last year's show! For details on how to pay by credit card, call us at 309-699-5500.



OFFICIAL
Spring
HOME SHOW

February 27-March 1, 2009
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**2009 BOOTH RENTAL
FEE SCHEDULE**

<p>Exhibitor Dates & Deadlines: You are encouraged to MAIL your Exhibit Booth Contract & Payment as soon as possible; but note that booths are ASSIGNED in the following order:</p> <p>Beginning August 15: Booth sales open <i>ONLY</i> for Members of the Home Builders Association of Greater Peoria and/or any company reserving four or more 10x10 booths.</p> <p>Beginning September 2: Booth sales are open to any company reserving any size booth. Includes non-members of the Association and companies that have not participated in the show in previous years.</p>	<p>Standard Booths RESERVED & PAID IN FULL by September 15, 2008:</p> <p>HBAGP Member* \$625 per 10x10 (Due in full by 9-15-08)</p> <p>Non-HBAGP Member* \$675 per 10x10 (Due in full by 9-15-08)</p> <p>Save \$\$ with these "EARLY BIRD" BOOTH RATES!!</p>	<p>Standard Booths Early Bird Discount Does Not Apply AFTER SEPTEMBER 15, 2008:</p> <p>HBAGP Member* \$650 per 10x10 (minimum deposit of \$325)</p> <p>Non-HBAGP Member* \$700 per 10x10 (minimum deposit of \$350)</p> <p><small>*Member discount valid only if the contracted company is a current member in good standing of the Home Builders Association of Greater Peoria. Membership must be valid through conclusion of the show on 3-1-2009.</small></p>
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Booths shown on floor plan that are not in 10x10 increments (such as 10x15, 10x24, 20x28) are priced by the square foot. To calculate the square foot price, divide the corresponding 10x10 booth price by 100, then multiply that by the square footage of the booth you wish to purchase ... for example, a 10x16 at the early bird member rate would be priced as follows: \$625 10x10 rate / 100 = \$6.25 per s.f., x square footage of booth ... 10x16 booth (160 s.f.) = \$1000 booth fee. Or call Lisa Scott at 309-699-5500 and we will be happy to assist you in determining the correct booth price.

WHAT DOES YOUR BOOTH FEE INCLUDE?

Booth fee includes a small identification sign with exhibitor name as shown on the contract, an 8' back drape, 3' side drapes (can be removed on corner locations) and 110v electrical service.

Tables, chairs, carpet and other items of booth décor are not provided. Exhibitors may bring in their own items or rent them from Peoria Flag & Decorating, our show decorator. More details will be provided in January, 2009 on availability and prices.

Exhibitor Terms and Conditions:

- 1)** By submitting application for booth space, Exhibitor hereby agrees to abide by all terms and conditions of this contract. Participation in the show is by invitation only. Exhibitor participates with full understanding that refunds of booth fees shall not be granted in instances of last minute booth cancellations or circumstances beyond the Association's control, such as extreme weather conditions or other outside factors affecting show attendance. Staff employed by the Association on-site at the show should be treated with respect by exhibitors at all times. Any exhibitor the Association deems to be harassing the staff will not be invited to participate in future Association shows.
- 2)** Booth payments can be made by cash, check, money order or credit card. Any check returned by the bank NSF is subject to a \$25 charge. If a second check is returned, booth must be paid in full with cash or certified check. If the show concludes and exhibitor takes action to rescind booth payments for any reason, resulting in an unpaid balance, the exhibitor will not be invited to participate in future Association shows.
- 3)** Exhibitor agrees to make a minimum 50% non-refundable booth deposit to secure booth space. In addition, full payment for all reserved booth space will be made at least 30 days prior to move-in. The Association reserves the right to cancel any contract which does not meet this criteria for payment deadline, and retain the full booth deposit as a cancellation fee.
- 4)** Exhibitors are required to arrange their displays so as not to obstruct the general view or conceal other exhibits. No signs or banners are to be placed outside of the display space assigned to each exhibitor. Exhibitors should not place signage high on the back wall of their booth so it is visible while standing in the booth behind them, nor block adjacent side booths.
- 5)** Exhibitor agrees to have booth completely set up and fully staffed for the opening of the show and all show hours. Fundraising for non-profit groups or charities will be permitted only with prior written permission from the Association. Sales and solicitations of any type must take place within the display space allotted each exhibitor and not within the adjacent aisle space.
- 6)** All materials used in the show must be non-flammable and conform with the fire regulations of the City of Peoria Fire Department. All packing containers are to be removed from the show floor and must not be stored under tables or behind displays. Material not conforming with this regulation will be removed immediately from the display at the exhibitor's expense.
- 7)** Booths shall be occupied solely by the company that contracted for the booth space. No exhibitor shall assign, sublet, share booth space or apportion the whole or any part of the display space allotted to them, nor exhibit any goods, service, signs, etc. than those promoting the exhibitor's own product and/or company. No exhibitor shall distribute literature or promotional materials of any kind that represent any company other than the contracted exhibitor. Violation of this rule shall be cause for eviction without refund; and the Association may elect to refuse said Exhibitor's application to participate in future shows.
- 8)** Electrical wiring and equipment installation shall not be performed by exhibitor and must be done by the electrical contractor authorized by Peoria Civic Center management.
- 9)** Peoria Flag & Decorating Company is the official show decorator. The erection, dismantling and decorating of displays and exhibits is under their jurisdiction. Service order forms will be available to all exhibitors for any service required for exhibits. All costs and charges incurred for such services will be the sole responsibility of the exhibitor.
- 10)** All exhibitors must remove displays and merchandise from the show floor by the move-out time specified. Any materials not removed by exhibitor in this manner will be removed and placed in storage at the expense of the exhibitor. The Association assumes no responsibility or liability for exhibitor booth materials left on the show floor at any time.
- 11)** Popcorn shall not be sold or given away by any exhibitor. In addition, helium balloons in an exhibitor's booth and/or the distribution of 36" yardsticks by an exhibitor are strictly prohibited in the show. Any charges incurred for the removal of helium balloons from the ceilings of any part of the building shall be at the expense of the exhibitor.
- 12)** Loud speakers, radios, televisions, or the operation of any machinery or equipment which is of sufficient volume to be distracting to neighboring exhibitors or show visitors will not be permitted. Public address systems used to attract the attention of visitors passing near an exhibitor's booth will not be permitted. Repeat offenders will not be invited back to the show.
- 13)** No refunds of booth fees will be made if exhibitor fails to occupy booth space in accordance with any of the terms and conditions outlined herein. There is no appeal process in this matter.
- 14)** Exhibitors are responsible for any damage done to the building and/or show decorator materials and displays. All property damaged or destroyed by an exhibitor must be replaced to its original condition at the exhibitor's expense. Walls and floors of the building must not be marred or defaced in any way. Tacking, taping or nailing of any sign, banner, etc. to any part of the building or decorator's display is prohibited. Failure to restore any damage as mentioned above allows the Association to refuse to rent space to exhibitor in any or all future shows.
- 15)** The Association reserves the right to alter the location of exhibitors' booths up until the opening time of the show in the best interest of the show. The Association shall further have the right to prohibit, prevent or remove any part of any exhibit deemed unsuitable or inappropriate for the purpose of the show, including signs with negative comments about competitor or other companies. The show selling environment is a positive one, and negative marketing or attacks on other exhibitors will not be tolerated. The show selling environment is also a family one, and displays or distractions offensive to families will not be allowed on the show floor. Offenders will not be invited to exhibit in future shows.
- 16)** Exhibitor indemnifies the Home Builders Association of Greater Peoria, the Peoria Civic Center and their directors, officers, employees agents and invitees from all actions, claims, demands, damages, causes of action or judgments, including but not limited to property arising, in whole or in part, out of any act or omission of exhibitor or its officers, directors, employees or invitees, done or omitted in connection with the show. In the event that such claim, demand, damage or cause of action shall be asserted, or action or other proceeding instituted against any of the above named entities or persons, exhibitor shall defend against such claim, demand, damage, cause of action, action, or other proceeding by counsel satisfactory to the Association. Exhibitors are individually responsible to protect themselves from liability risk of injured parties/employees within their own exhibit space or injury resulting from booth materials.
- 17)** Neither the Association nor the Peoria Civic Center provides insurance for the benefit of exhibitors. Exhibitors who desire to carry insurance for any purpose must place it at their own expense. Exhibitors are encouraged to maintain such insurance coverage as they may deem necessary to fully protect them against all risk assumed or incurred in connection with the show. The Exhibitor is wholly responsible for the security of their materials during set up, show hours and move-out; and for the cost of replacing or repairing any items missing or damaged from Exhibitor's booth. The presence of any paid security by show management does not extend the Association's responsibility in this regard.

Exhibit Booth Contract Official Spring Home Show

February 27-March 1, 2009
PEORIA CIVIC CENTER



Exhibitor Information:

Name: _____

Company: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Email: _____

Signature: _____

Signature indicates your acknowledgement of all Exhibitor Terms & Conditions and your agreement to abide by the regulations of the Official Spring Home Show.

_____ Number of 10'x10' Booths Requested x Rate Per Booth \$ _____ = Total \$ _____
(See booth rate chart)

*A booth location will be assigned to you by show management in the best interest of a successful show.
You may indicate your top three choices, but you are not guaranteed one of those locations. If your choices
are not available at the time your contract is processed, you will be assigned a booth as close as is available.*

1st Choice Booth #: _____ 2nd Choice #: _____ 3rd Choice #: _____

Special Requests: *(Consideration given to exhibitors, but requests cannot be guaranteed)*
*Examples — prefer corner, companies you do (or do not) want to be placed near,
areas you do (or do not) want to be placed near such as the stage or concessions, etc.*

Method of Payment:

___ Check enclosed for payment in full (must be received by 9-15--08) for the "Early Bird" Booth Discount

___ Check enclosed representing a 50% non-refundable deposit. Balance is due in full no later than January 26, 2009

For details on paying your booth fees by credit card, call HBAGP at 309-699-5500

MAIL CONTRACT & CHECKS TO: HBAGP • 1599 N Main Street • East Peoria, IL 61611