



2013 North Georgia

HOME EXPO

SPACE RESERVATION REQUEST

All Booths 10' wide x 8' deep

HBA Members - \$470

Non-Members - \$570

\$50 Deposit Per Booth is Required With This Form

No Booth will be Officially secured for the lessee until a deposit is received.

First Choice _____

Total Space Cost _____

Second Choice _____

\$100 Deposit _____

Third Choice _____

Balance Due _____

Balance Due by March 15, 2013. Make checks payable to the Home Builders Association of North Georgia. Main to: P.O. Box 631 Gainesville, Georgia 30503. Phone 770-536-8282 • Fax: 770-287-7502. Please see reverse side for Rules & Regulations regarding the show. No space can be reserved without the completion of this form and deposit.

Company _____

Address _____ Phone _____

City _____ State _____ Zip _____

Contact Person _____ Email _____

Product(s) or Service(s) to be sold or displayed _____

Authorized Signature _____

Title _____ Date _____

The Association reserves the right to change booth assignments due to such things as character of exhibits, space requirements, product mix or required construction

Rules and Regulations

1. Rental Includes:
 - (A) Exhibit Floor Space(s)
 - (B) Standard Booth Dividers (3') and Backdrop (8')
 - (C) One Table and Two Chairs per booth
2. Booth accessories/utilities are available at an additional charge
3. Decoration of Booth

Exhibitor decorations may not obstruct other displays or project into the aisle. All exposed parts of exhibits must be furnished so as not to be objectionable.

Sound equipment and other noise will be kept to a level management determines not to be offensive. All decorations must meet the fire marshal's approval
4. Payment for Space
 - (A) \$100 per booth deposit is due with contract by April 15, 2013.
 - (B) Balance due on or before April 21, 2013. No cancellations or refunds can be made after this date and confirmed reservations or which full payment has not been received may be reassigned by the management.
5. Subletting

No exhibitor shall assign, sublet or apportion the whole or any part of the space allotted.
6. General Admission

Adults \$5.00, children under 12 are free. Each exhibitor will receive 4 Exhibitor Badges per booth, which will be in the Exhibitor information packet. Additional badges may be purchased for \$4.00 each (Limit of 4 extra badges per company). Deadline to purchase and receive additional badges is April 15, 2013. These badges will be good for the entire Home Expo. No one will be allowed into the show without a badge or a paid ticket during the show hours.
7. Show Hours:

| | | |
|----------|----------------|-----------------|
| Setup | April 19, 2013 | 7:00am— 5:00pm |
| Saturday | April 20, 2013 | 10:00am— 6:00pm |
| Sunday | April 21, 2013 | 12:00pm— 5:00pm |
| Move Out | April 22, 2013 | 7:00am—12:00pm |
8. (1) The management of the Georgia Mountains Center will not be responsible for the safety of the exhibits from theft, damage by fire, or other causes. The exhibitor hereby expressly assumes responsibility for the injury or damage to persons, property, or things occurring within the exhibit space assigned or damage which he may cause to the Georgia Mountain's Center.
 - (2) Exhibitor Shall use and occupy said premises; and will not in any way mar, deface, or injure any part of said premises and agrees to make necessary repairs in event of damage being done.
 - (3) At the expiration of this lease, as hereinbefore set, exhibitor shall quit the premises and return to the Georgia Mountains Center all equipment and facilities procured in as good condition and repair as when acquired, except for the ordinary wear and use.
 - (4) Management reserves the right of its representatives to enter upon and have access to said premises at any and all times on any matters connected with said premises.
 - (5) All points not covered by these rules are subject to the judgement of the management.
9. There will be an after hours security for the exhibitors on Friday, April 19, and Saturday April 20, 2013.
10. Contact City Fire Marshal's office directly to discuss any special construction within booth space.
11. Plants are a permanent fixture in the lobby space. Exhibitors in this area should design booths accordingly.
12. Educational seminars will be held throughout the show.
13. Exhibit Removal

All exhibits must be removed from the Georgia mountains Center by Monday April 22, 2013 before 12:00pm.
14. A breakroom will be provided for the exhibitors.