



P.O. Box 2245 • Frisco, Colorado • 80443 • 970-668-6013 (phone) 970-668-6014 (fax) • [www.summitcountybuilders.org](http://www.summitcountybuilders.org)

February 25, 2010

To: Potential Parade of Homes Entrant

From: Martha Netherton, 2010 Parade of Homes Committee Chairperson  
Lynn Myers, Co-Chair

Re: SCBA 2010 Parade of Homes

The 2010 Parade of Homes Committee invites you to participate in this year's Parade of Homes, which will be held September 17, 18, 19, 25 & 26th. The enclosed information provides the rules and regulations for entry and an application form.

New this year, we are extending the criteria to include those homes with Certificate of Occupancy after August 31, 2008. This extends the criteria a full year.

We hope to make the 16th Annual SCBA Parade of Homes the best ever! We continue to bring around 3,000 visitors to the Parade homes. The marketing of this show is being fine tuned to encourage even more high-caliber visitors. In addition, the parade has many reasons as to why you should get involved this year!

1. Advertising will include radio, print & TV.
2. A Parade of Homes booth will be included in the 2010 Mountain Home & Outdoor Expo. You may be requested to help support the Expo by promoting the event to your vendors.
3. Improved judging criteria.
4. The 2010 program will be printed by Mountain Living Magazine and the program will be included as part of the Mountain Living Sept/Oct issue. It will be mailed out to their subscribers providing readership of 150,000. Additional program copies will be distribution via SCBA website, at the Parade homes and throughout Summit County.
5. Participation supports locally The Summit Foundation and Summit County Builders Association.
6. The Parade provides a great opportunity to showcase your talents to thousands of potential clients.

With your full payment you can reserve your space. Fill out the attached entry form and send your check to the SCBA office by May 6<sup>th</sup>. Don't wait until the last minute, register NOW!

SCBA member entrance fee is \$2,800.00

Non-member fee is \$3,200.00

(Second, third, etc. entries will receive a 10% discount. First entry will be at full rate.)

It is imperative that parade entrants meet all deadlines. We also require that each entrant be represented at the **Orientation meeting** that will be held **Thursday, April 29<sup>th</sup> at 9 a.m.** in the Silverthorne Library at 651 Center Circle, Silverthorne, near Silverthorne Town Hall.

If you have any questions, please call **Jane Dvorak at 668-6013** or **Martha Netherton at 389-5582**.

We look forward to your participation.



Phone: 970-668-6013  
Fax: 970-668-6014  
E-mail: info@summitcountybuilders.org

## Parade of Homes 2010 RULES AND REGULATIONS

### Dates and Times

1. Dates and hours of the Summit County Builders Association's (SCBA) Parade of Homes, are as follows:
  - Thursday, September 16, 2010 – estimated 9:30 a.m.– done (Judging)
  - Friday, September 17, 2010 -10:00 a.m. – 5:00 p.m. (Realtor/Builder Preview)
  - Friday, September 17, 2010 - 5:30 p.m. – 7:00 p.m. (Awards Reception)
  - Saturday, September 18, 2010 – 10:00 a.m. – 5:00 p.m.
  - Sunday, September 19, 2010 – 10:00 a.m. – 5:00 p.m.
  - Saturday, September 25, 2010 – 10:00 a.m. – 5:00 p.m.
  - Sunday, September 26, 2010 – 10:00 a.m. – 5:00 p.m.

### Participation

2. Participation in the Parade is subject to the following conditions:
  - a. Participant to sign contract with SCBA agreeing to abide by the rules and regulations established by the parade committee as outlined in this agreement.
  - b. **Due to space limitation entries will be taken on a first received basis.**
  - c. Parade entries may be newly constructed custom or spec single-family homes that have not previously been entered in a parade of homes. Certificate of Occupancy must have been received after August 31, 2008. Parade entries, alternatively, may be a never-occupied model unit of a multi-family project.
3. **Participant must be an SCBA builder/developer/realtor member in good standing for one year with the SCBA to receive the member fee.** Any person who has outstanding debt to the SCBA, including but not limited to those related to any prior Parade, will not be eligible to participate in the Parade.
4. Participation is open to non-members at the non-member fee.
5. Consideration will be given to location, previous participation in the parade, price range and ability to meet specs as outlined below.

### Entry Fee

6. SCBA Member Builder/Developer/Realtor participants in the Parade must pay \$2,800 entry fee. Non-member Builder/Developer/Realtor participants in the Parade must pay \$3,200. Second, third, etc. entries will receive a 10% discount. First entry will be at full rate. SCBA *suggests, but does not require*, the Builder/Developer/Realtor recoup some of the entry fee by obtaining Home Sponsors:
  - a. Participant may request companies involved in the construction, decoration, or sale of the home to sponsor their Parade Home (Home Sponsor).
  - b. Each Home Sponsor pays \$400 to the Participant.

- c. Each Home Sponsor paying \$400 will receive their name printed on the banner to be displayed in front of the Parade Home and listing in the parade program on entrant's page. Banner space is limited for sponsor listing.
- d. Participants are responsible for their own sponsorship arrangements.

### **Important Dates and Deadlines**

7. Deadlines are established to keep the project on schedule. Participants are required to meet the following deadlines. Required items should be sent to SCBA, PO Box 2245, Frisco, CO 80443 or dropped off at the SCBA office at 619 Main St., Suite 4A in Frisco. Other dates and criteria will be established by the marketing agency hired by SCBA and are to be met. Penalties may be imposed for failure to meet deadlines.
  - a. **April 29, 2010, Thursday at 9:00 am** - Required Participant Orientation Meeting
  - b. **May 6, 2010, Thursday** – Entry deadline
  - c. **June 1, 2010, Tuesday** – Home profile and logo, if desired\*
  - d. **September 15, 2010, Wednesday** – Pick up Parade of Homes materials, location to be determined.
  - e. **September 16, 2010, Thursday** – Home should be completed and ready for showing as noted under *Requirements* by estimated 9:30 a.m. for judging.

### **Parade of Homes Program**

8. Participants of the Parade of Homes will receive one (1) full page dedicated to their home. The graphic designer hired by the SCBA Parade of Homes Committee will complete designs of the page. This page can include the following:
  - a. Photo and/or rendering (*required*)
  - b. Description of home (*required*)
  - c. Company logo for the entrant only (*optional*)

### **Advertising provided by SCBA**

9. The Summit County Builders Association will provide an extensive advertising and public relations campaign to promote the Parade of Homes. Advertising may include local and front-range newspapers, upscale magazine, local and front-range radio.
10. The Parade of Homes will also have a website. The website will depict each participant's page in the program.

### **Requirements**

11. Participants are required to furnish and accessorize their home; however, the minimum requirements are listed below. If minimum requirements are not met, then participant will not be eligible for awards. Failure to meet the requirements will result in your application being subject to committee review in future Parades.

Participants withdrawing prior to orientation meeting will receive a full refund.

Participants must contact the committee by the 1<sup>st</sup> of June if a participant does not think he/she will be finished for the parade per the "Rules and Regulations". Participants at this point will receive a 40% refund of the entry fee. *If the interior and exterior of the home are not completed by Sept. 15<sup>th</sup>, AND A CERTIFICATE OF OCCUPANCY IS NOT ISSUED the participant will not be provided directional signs and notification will be given to the public that the home cannot be viewed.*

**Required Rooms to be furnished and accessorized (to include the following but not limited to):**

- A. Kitchen
- B. Master Suite
- C. Main Living Area/Great Room
- D. Dining Room

**Exterior:** (to be completed by 8:30 a.m. September 15<sup>th</sup>)

- A. Exterior of Home: Completed and finished, including painting.

**Interior:** (to be completed by 8:30 a.m. September 15<sup>th</sup>)

- A. All painting and staining.
- B. All trim applied and doors hung.
- C. Hard-surfaced flooring and carpeting installed.
- D. Plumbing fixtures set and hooked.
- E. All heating and electrical completed.
- F. Cabinetry completed and installed with hardware and countertops.
- G. Built-in appliances in place (applies to built-in appliances only).
- H. Staircases and railings completed.
- I. All exterior doors must open onto the ground level or a firm step.

**Show Rules**

- 12. The home shall be kept clean throughout the Parade. If any participant fails to provide proper housekeeping, the parade committee shall have the house cleaned at the participant's expense.
- 13. Participant agrees to accept sole responsibility for the safety of those viewing the house during the Parade hours.
- 14. Participant agrees to accept the sole responsibility for security of the home, both during construction and while it is used as a model in the Parade.
- 15. The house must be staffed by at least one person at all times during Parade hours.
- 16. The participant is responsible for the action of the people the participant has staffing the house.
- 17. The home must be open at least 15 minutes prior to the start of the Parade hours.
- 18. The home may be sold at any time, but all living spaces must be accessible during the Parade.

**Signage**

- 19. All Parade Homes will display Parade of Homes banner supplied by the SCBA. Banner should be hung on front of house. Information on the banner will include information as requested on the Banner Information Form in the Builder's Kit. The only logos to be included on banner will be the SCBA official Parade of Homes Sponsors.

**Policies**

- 20. The parade committee shall make the final decision on all matters of general policy of the Parade.
- 21. Participants are responsible for checking with the local building departments and meeting the requirements to allow the public to enter homes.
- 22. Some municipalities may require a certificate of occupancy to participate in the Parade of Homes. This will be the responsibility of the participant to make sure all requirements are met.

\* To be discussed at Orientation Meeting.




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## ENTRY FORM SUMMIT COUNTY BUILDERS ASSOCIATION 2010 PARADE OF HOMES

- Judging:** Thursday, September 16<sup>th</sup>, estimated 9:30 – until done
- Realtor's/Builder Day:** Friday, September 17<sup>th</sup>, 10:00 – 5:00
- Awards Reception:** Friday, September 17<sup>th</sup>, 5:30 – 7:00
- Dates of Parade:** Saturday and Sunday, September 18<sup>th</sup>, 19<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup>
- Hours:** 10:00 a.m. to 5:00 p.m.
- Entry Fee:** \$2,800\* to be paid by SCBA Member Builder/Developer/Realtor  
\$3,200 to be paid by Non-member Builder/Developer/Realtor  
(Second, third, etc. entries will receive a 10% discount. First entry will be at full rate.)  
*SCBA suggests the Entrant recoup some of the entry fee by obtaining Home Sponsors:*
- ◆ Entrant may request companies involved in the construction, decoration, or sale of the home to sponsor their Parade Home (Home Sponsor).
  - ◆ Each Home Sponsor pays an amount (example \$400) to the Entrant.
  - ◆ Each Home Sponsor paying the sponsorship could receive their name printed on the banner to be displayed in front of the Parade Home and listing in the parade program on your page.

**\* To be eligible for member fee, participant *must* be a member of the Summit County Builders Association in good standing for one year.**

**Company Name:**  \_\_\_\_\_

**Company Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Parade of Homes Contact Person:** \_\_\_\_\_

**Alternate Contact Person:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Alt email:** \_\_\_\_\_

**Entry Information**

Street Address: \_\_\_\_\_

Subdivision: \_\_\_\_\_ City: \_\_\_\_\_

Directions to home (will be used in program, include which side of road home is on):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of Entry: (check one)        Single Family Home                          Multi-family Home

Type of Home: (check one)        Custom        Speculative

Square footage: \_\_\_\_\_                      # of Bedrooms: \_\_\_\_\_                      # of Bathrooms \_\_\_\_\_

Will the home be energy rated?     Yes                       No

    If Yes, then which rating will be obtained?

Energy Star     Built Green     LEEDS     Other \_\_\_\_\_

Est. Sales Price: \_\_\_\_\_ (include lot, exclude furnishings)  
- used for judging purposes and is required information.

As of today's date, what percent is your home complete? \_\_\_\_\_

Top 5 vendors used in your home:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**All contact & entry information is required.**

*I, the undersigned as a participant in the 2010 Summit County Parade of Homes, have read and do hereby agree to abide by the Rules and Regulations and all deadlines for the Summit County Parade of Homes. I agree to protect, indemnify and hold harmless the association, the Parade of Homes Committee, their officers, agents and employees from and against any loss, claim or damage sustained by said parties as a result of injury to any persons caused, in whole, or in part, by any neglect or default whatsoever.*

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_