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ENTRY FORM SUMMIT COUNTY BUILDERS ASSOCIATION 2018 PARADE OF HOMES

Dates of Parade: Saturday and Sunday, September 22 & 23 and September 29 & 30
Hours: 10:00 a.m. to 5:00 p.m.
Entry Fee: \$3,300* to be paid by SCBA Member Entrant
\$3,800 to be paid by Non-member Entrant
A \$500 discount will be applied if paid by the orientation on May 17th
Second, third, etc. entries will receive a 10% discount. First entry will be at full rate.
Full payment to be submitted with entry form. Refer to entry fee in rules & regulations for additional information.

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

Company Name (Entrant): _____

Company Mailing Address:

City: _____ **State:** _____ **Zip:** _____

POH Contact Person: _____ **Cell:** _____

Alt Contact Person: _____ **Cell:** _____

Email Address: _____ **Alt email:** _____

Entry Information

Street Address: _____

Subdivision/Complex: _____ **City:** _____

Attach a Google Map showing the location of your entry so we may properly map your home.

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

Type of Construction: (check one) New Remodel**

Type of Home: (check one) Custom Speculative

Total Square Footage Including Garage: _____ # of Bedrooms: _____ # of Bathrooms _____

Garage Square Footage: _____

Will the home be energy rated? Yes No

If Yes, then which rating will be obtained?

Energy Star LEED Other _____

- Single Family Home Est. Fair Market Price: \$ _____ **(include lot, exclude furnishings)**
- Construction Cost per Square Foot: \$ _____
- Current Estimated Land Value: \$ _____

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

In an effort for SCBA to gather attendee tracking data, SCBA has clickers to help you count attendees at your home. Do you want to be an attendee counting home? A form will be supplied and must be kept with as accurate count as possible. Yes No

Photo Release Form

I grant to the Summit County Builders Association, its representatives and employees the right to use the photographs of the above-identified home, supplied for the Parade of Homes program book, in all of the Parade of Homes advertising should the need arise. Purposes for such use could include for example, publicity, print advertising and television advertising.

Signed: _____

Date: _____

All contact & entry information is required.

I, the undersigned as a participant in the 2018 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, Sponsors, Judges, 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: _____

**** SIGN PAGE 2 AND PROCEED TO PAGE 3.**

Multi-family Entry Information

Unit Numbers to be shown (Max 3 in one building entry): Multi-family entries will be permitted to show up to three different units in one building for one entry fee, i.e. a studio, a two- or three-bedroom unit and a Penthouse suite, or any combination of three units.

Unit 1 _____ Unit 2 _____ Unit 3 _____

Square footage each unit:

Unit 1 _____ Unit 2 _____ Unit 3 _____

Market price each unit:

Unit 1 _____ Unit 2 _____ Unit 3 _____

Remodel Entry Information

Describe what work is being done to the home: _____

Has square footage been added: Yes – amount _____ No

What type of energy efficient upgrades are being added?: _____

Do you have before photos or documentation to show condition before construction began?

Yes No, if no, how will you be able to explain the extent of construction

Value of remodel listed on permit: \$ _____

As a judging requirement, do you have architectural drawings for the remodel? Yes No



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Parade of Homes 2018 RULES AND REGULATIONS

Dates and Times

1. Dates and hours of the Summit County, Colorado Parade of Homes, are as follows:
 - Wednesday, September 19, 2018 – estimated 9:30 a.m. – until done (Judging)
 - Thursday, September 20, 2018 - 5:30 p.m. – 8:00 p.m. (Awards Dinner and Reception)
 - Friday, September 21, 2018 -10:00 a.m. – 5:00 p.m. (Realtor/Builder Preview)
 - Saturday, September 22, 2018 – 10:00 a.m. – 5:00 p.m.
 - Sunday, September 23, 2018 – 10:00 a.m. – 5:00 p.m.
 - Saturday, September 29, 2018 – 10:00 a.m. – 5:00 p.m.
 - Sunday, September 30, 2018 – 10:00 a.m. – 5:00 p.m.

Participation

2. Participation in the Parade is subject to the following conditions:
 - a. Entrant to sign contract with Summit County Builders Association (SCBA) agreeing to abide by the rules and regulations established by the Parade Committee, hereafter known as Committee, as outlined in this agreement.
 - b. **Due to space limitation entries will be taken on a first received basis.**
3. Parade entries may be newly constructed custom or spec single-family homes that have not previously been entered in the Parade of Homes. Certificate of Occupancy must have been received after March 1, 2017. Parade entries, alternatively, may be a never-occupied model unit of a multi-family project or of a **major** remodel project as determined by entry criteria developed by the Committee. Multi-family entries will be permitted to show up to three different units in one building for one entry fee, i.e. a studio, a two- or three-bedroom unit and a Penthouse suite, or any combination of three units.
4. **An SCBA member in good standing is eligible for 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.
5. Participation is open to non-members at the non-member fee.
6. Consideration will be given to location, previous participation in the parade, price range and ability to meet specs as outlined below.

Entry Fee

1. SCBA Member Entrants in the Parade must pay \$3,300 entry fee. Non-member Entrants in the Parade must pay \$3,800. **Full payment for entry fee must be submitted with entry form. A \$500 discount will be applied if paid by the orientation on May 17th.** Second, third, etc. entries will receive a 10% discount. First entry will be at full rate.
2. Should Entrant withdraw between orientation and June 9th, Entrant will receive a refund less a \$500 fee. **Entrants must contact the Committee in writing by June 8th if an Entrant does not think he/she will be finished for the Parade per the “Rules and Regulations”.** After June 8th, the Entrant's page will remain in the Parade magazine.
3. *If the interior and exterior of the home are not completed by Sept. 19th, AND A CERTIFICATE OF OCCUPANCY IS NOT ISSUED, the Entrant will not be provided directional signs and notification will be given to the public that the home cannot be viewed.*
4. SCBA suggests, but does not require, the Entrant recoup some of the entry fee by obtaining Home Sponsors:

- a. Entrant 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 a negotiated fee to the Entrant.
- c. Entrants are responsible for their own sponsorship arrangements.

Important Dates and Deadlines

5. Deadlines are established to keep the project on schedule. Entrants are required to meet the following deadlines. Required items should be sent, unless otherwise directed, to SCBA, PO Box 2245, Frisco, CO 80443, dropped off at the SCBA office at 699 N. Summit Blvd., Suite H in Frisco or sent to info@summitcountybuilders.org. 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. **May 17, 2018, Thursday at 9:00 am** - Required Entrant Orientation Meeting- Mount Royal Room at the County Commons
 - b. **June 8, 2018, Friday** – Home Profile & Entry deadline
 - c. **June 15, 2018, Friday** - Photography deadline
 - d. **July 6, 2018, Friday** - Entrant approval of copy deadline
 - e. **July 11, 2018, Wednesday** - Ad material deadline
 - f. **July 20, 2018, Friday**– Banner info deadline
 - g. **September 18, 2018, Tuesday** – Pick up Parade of Homes materials at the SCBA office located at 699 N. Summit Blvd., Unit H in Frisco.
 - h. **September 19, 2018, Wednesday** – Home should be completed and ready for showing as noted under *Requirements* by estimated 9:30 a.m. for judging.
 - i. **October 8, 2018, Monday** – Reusable materials return deadline, i.e. Directional Signs.

Parade of Homes Magazine

6. Entrants 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*). Permission for all photos provided to be used in POH advertising and program.
 - b. Description of home (*required*) - *Mountain Living has offered to assist with writing your home description if you would like assistance. Please refer to the Home Profile form.*
 - c. Company logos for the entrant and sponsors per entrants discretion.
7. **Deadline for Parade magazine submissions will be determined by Mountain Living, see above.**

Advertising provided by SCBA

8. 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 and front range cable TV.
9. The Parade of Homes will also have a website. The website will include a digital version of the Parade magazine, map to homes, ticket information, sponsor listing with website links.
10. Facebook, Twitter and blogging will be used to market the Parade of Homes.

Requirements

11. Entrants are required to furnish and accessorize their home; however, the minimum requirements are listed below. If minimum requirements are not met, then Entrant will not be eligible for awards. It is the responsibility of the Entrant to notify the Committee if the minimum requirements will not be met. This notification shall be no later than the material pick up day. Failure to meet the requirements will result in your application being subject to Committee review in future Parades.

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. Judging Day)

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

Interior: (to be completed by 8:30 a.m. Judging Day)

- 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 up.
- E. All heating and electrical completed.
- F. Cabinetry completed and installed with hardware and countertops.
- G. All appliances in place.
- H. Staircases and railings completed.
- I. All exterior doors must open onto the ground level or a firm step.

Parade Rules

- 12. Entrant agrees to accept sole responsibility for the safety of those viewing the house during the Parade hours.
- 13. Entrant 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.
- 14. The house must be staffed by at least one person at all times during Parade hours.
- 15. The Entrant is responsible for the action of the people the Entrant has staffing the house.
- 16. The home must be open at least 15 minutes prior to the start of the Parade hours.
- 17. The home may be sold at any time, but all living spaces must be accessible during the Parade.

Signage

- 18. All Parade Homes will display Parade of Homes banner supplied by the SCBA. Banner should be hung on front of house, no higher than 15 foot from ground level at the highest. Information on the banner will include information as requested on the Banner Information Form. The only logos to be included on banner will be the SCBA official Parade of Homes Sponsors.
- 19. The banner will be removed from the home, no later than the day following the last day of the Parade.
- 20. Once given, the directional signs are the responsibility of the Entrant.
- 21. Directional signs shall not be put in the CDOT right-of-way
- 22. Directional signs may only be displayed the days of the event. No directional sign may be displayed during the weekdays between the Parade weekends.
- 23. It shall be the responsibility of the Entrant to return directional signs no later than the date listed in Important Dates and Deadlines.

Policies

- 24. The Committee shall make the final decision on all matters of general policy of the Parade.
- 25. Entrants are responsible for checking with the local building departments/Home Owners Associations and meeting the requirements to allow the public to enter homes.
- 26. Entrants must ensure vehicles have the necessary egress and permission from neighbors and/or HOA to provide necessary parking for visitors. It shall be the Entrants responsibility to enforce one side parking should the roadway not accommodate dual side parking.
- 27. Some municipalities may require a certificate of occupancy to participate in the Parade of Homes. This will be the responsibility of the Entrant to make sure all requirements are met.

Additional Helpful Information

28. Most Entrants prefer their visitors remove their shoes or use booties to protect the floor coverings of the home. Entrants are responsible for the booties, adequate arrangements to remove and put on shoes and shoe policy signage.
29. An admission fee, to be determined by the Committee, will be charged. Children under 18 are free. Admission fees benefit The Summit Foundation (TSF), Summit County's equivalent to the United Way. There may be some homes staffed with TSF volunteers selling admission. If your home is not one of these homes, please have someone at the door checking that admission has been paid. If someone comes with a paper ticket they purchased, or receipt from online ticket purchase, please exchange it for a form of admission is issued from the TSF packet. There is accountability for tickets. This will be outlined in TSF information. Ensuring attendees are purchasing admissions helps our community through the grants provided to non-profits and fulfills our obligation as a charitable event. Anyone without a ticket or proof of paid admission, please try to accommodate from your TSF packet or refer them to a selling home listed in the program or other ticket selling locations.
30. Judging will take place on the day listed in Important Dates and Deadlines. The order of the homes the judges view will be provided to the Entrant no later than the Pick Up day. It is estimated the judges will be leaving SCBA office at around 9:00 am. Please plan accordingly. The drivers will attempt to call the next home on the list, except the first one, to alert them of the judges arrival.
31. For there to be judging in a category, there must be at least two or more homes competing in that category. If there are not multiple entries, the Parade of Homes Committee may at their discretion put the home in an appropriate category. If this occurs, the builder will be consulted.
32. It is highly recommended attendees have access to one restroom in the home. Restroom signage is encouraged directing attendees to the available restroom.