

Chippewa Valley Home Builders Association 2011 Parade of Homes Participation Agreement

Premiere: Thursday, June 9
Tour: Saturday, June 11 – Sunday, June 19

1. **Definitions.** *The following definitions shall apply to this Agreement:*
 - A. **Builder:** A general contractor or developer who participates in the general construction of residential property and who has, among other things, obtained a building permit, participated in subdivision approval, planning and supervising construction of the residence and obtaining subcontracts for a home to be submitted in the Chippewa Valley Home Builders Association (CVHBA) Parade of Homes.
 - B. **Builder Member:** A builder who is a member of the CVHBA.
 - C. **Builder Participant:** A Builder Member who is qualified to enter a home(s) in the Chippewa Valley Parade of Homes.

2. **Qualified Participants.** *Participation in the Parade shall be limited to the following:*
 - A. Builder Participant must be a Builder Member in good standing (membership approved with paid dues) **by January 1, 2011** or subject to CVHBA Executive Committee approval. **Note:** All new Builder Members must fill out an application, be accepted by the CVHBA Board of Directors, and pay Association Dues on or prior to January 1, 2011, or subject to CVHBA Executive Committee approval to be eligible to participate in the 2011 Parade of Homes.
 - B. Builder Participant must sign Agreement no later than **February 25, 2011**, agreeing to abide by the rules and regulations established by the CVHBA Parade of Homes Committee. All pertinent materials must be submitted by the deadline or the opportunity to be a 2011 Parade Entry will be null and void.
 - C. Builder Participant agrees to accept the sole responsibility for security of his/her/its model, both during construction and while used as a Parade home.

Qualified Participants continued.

- D. Builder Participant shall furnish proof of insurance including:
1. parade entry property,
 2. the name of CVHBA as an additional insured,
 3. liability insurance indicating bodily coverage of \$500,000, and
 4. property damage limits of \$50,000 or minimum coverage by law.

Proof of the above listed proof of insurance must be forwarded to the Chippewa Valley Home Builders Association, 4319 Jeffers Rd, Suite 200, Eau Claire, WI 54703 at the time of initial payment with a signed and completed agreement. Select payment category in accordance with according timelines noted below in section three.

3. **Fees.** Builder Participants pay a fee (based on the structure below), due no later than February 25, 2011. A \$200 deposit per parade home entry will be due by at the time agreement is submitted. This deposit will be refunded two weeks after the last day of the Parade Event if requirements have been met according to rules herein.

Fee Structure:

December 1-31, 2010.....	\$ 795 fee + \$200 deposit = \$995
January 1-31, 2011.....	\$ 895 fee + \$200 deposit = \$1,095
February 1-28, 2011.....	\$ 995 fee + \$200 deposit = \$1,195

Important: The deposit will be required at the time Builder Participant signs and returns the Parade agreement (no later than February 25). The date this Agreement is signed and returned will determine the fee amount a Builder Participant will be required to pay. The remainder of the fee will be due **Friday, April 29, 2011.**

4. **Homes Eligible.** *A home is eligible to be in the Parade of Homes only if:*
- A. Construction on said home is commenced within the building cycle contained herein. No homes that are pre built or started before June 2010 are eligible without CVHBA Executive Committee approval.
 - B. Said home has furnishings in at least the living room, dining room and master bedroom.
 - C. Green grass in front yard.
 - D. Floor coverings throughout.
 - E. Driveways are to be hard surfaced.
 - F. Items on attached checklist must be completed.

5. **Signs.** *Only official CVHBA Parade of Homes signs shall be used. These signs will be furnished by the CVHBA Committee.*
 - A. Subcontractor and realtor signs may be used prior to final Parade Committee inspection by on Wednesday, June 1, 2011. After Committee Inspection, only CVHBA member signs may be used.
 - B. The Builder Participant shall install signs and arrows supplied by CVHBA to indicate the best way to get to the home from the nearest highway.
 - C. Non-member signage is limited to a standard business card in one location of the home.

6. **Inspections.**
 - A. Construction schedule must be supplied by the Builder Participant at the first Parade of Homes Committee meeting.
 - B. There will be a series of progress inspections by the CVHBA Parade of Homes Committee Chair and Executive Officer. Inspections will begin in early April to determine compliance with each individual schedule. Failure to meet scheduled progress at anytime may result in expulsion from the Chippewa Valley Parade of Homes.
 - C. **THERE WILL BE A FINAL INSPECTION.** Final inspection will be Wednesday, June 1, 2011. A copy of the completion checklist to be used by the committee is part of this agreement. Signing this agreement indicates the Builder's willingness to comply with this checklist and inspection procedure.
 - D. If the home is not completed and SAFE for showing as of the inspection date, i.e. June 1, 2011, deposit will not be refunded and will be re-inspected on Wednesday, June 8, 2011. If then complete and SAFE, it will be allowed to open Saturday, June 11, 2011, or when completed.
 - E. If noncompliance is found and not corrected, the committee has the option of disallowing **Builder** entrance in the 2012 and 2013 Parades, and banning the home from the 2011 Parade.

7. **Miscellaneous.**

- A. The 2011 Parade of Homes shall commence on Saturday, June 11, 2011, and end Sunday, June 19, 2011. The Premiere shall be held Thursday, June 9, 2011.
- B. Parade hours shall be: 11:00 a.m. - 5:00 p.m. on weekends and 5:00 p.m. - 9:00 p.m. on weekdays.
- C. The published cost “price” of your Parade Home **will not** include the lot, landscaping, fill or any other outside amenities.
- D. Parade homes may be sold at any time, **but not occupied any time**, prior to or during the Parade dates.
- E. Foot coverings are available through the CVHBA (250 pairs included in entry fee). Additional boxes can be purchased from the vendor.
- F. Additional schedules and policies shall be set by the Parade Committee.
- G. Builder Participant agrees that the final decision on all matters of general policy, as well as qualification of Builder Participants or particular homes to be in the Parade, shall be made by the CVHBA Parade of Homes Committee in cooperation with the Executive Committee of the CVHBA.
- H. The entry fee includes one full-page listing in the Home Inspirations Magazine: Parade of Homes issue. Materials for the Builder Participant listing(s) page in the magazine must be received by March 18, 2011. Each Builder Participant will be responsible for the accuracy of content including pricing, directions and providing representative photographs. **Builder Participant’s NOT providing truthful and accurate pricing are subject to CVHBA editing the price to meet relative market appraisal and/or subject to parade entry being revoked from the Parade of Homes.** Each Builder Participant will sign and date content proof prior to print distribution and be responsible for content released to the 2011 CVHBA Parade of Homes. Materials include:
 - Written description of the entry including cost.
Reminder: The published cost “price” of your Parade Home **will not** include the lot, landscaping, fill or any other outside amenities.
 - High quality digital or hard copy photo and/or rendering of the entry
 - Floor plan
 - Directions from the nearest major roadway
 - List of subcontractors and suppliers used for the project
 - Electronic version of Builder’s logo
 - Electronic headshot of Builder (optional)

Miscellaneous continued.

- I. Parade home shall be photographed and used for promotion by the CVHBA without further written permission of the Builder Participant.
 - J. Builder Participant must furnish a complete list of all subs and associates that were used in completing their Parade home.
8. **Schedule.** *A refund of the \$200 deposit will be made **only if** all of the following conditions and rules have been met:*
- A. Proof of current permit provided by local building department attached to the signed contract.
 - B. Parade home is completed prior to final inspection and meets final approval of the Parade committee in accordance with the attached checklist.
 - C. Signed agreement, entry fee, and deposit paid on or before February 25, 2011.
 - D. Plans, including plot plan, lot number, block number, subdivision and street address submitted to the CVHBA office on or before March 18, 2011.
 - E. All information for entry's listing in the Parade of Homes book is submitted to the CVHBA office on or before March 18, 2011.
 - F. Spec sheets must be submitted by March 18, 2011.
 - G. All Parade materials returned, i.e., unused Parade tickets, signs, direction arrows.
 - H. **Builder Participant or qualified representative must attend and participate at the Premiere or the deposit will be forfeited.**
 - I. **Builder or qualified representative must attend all mandatory meetings in March, April, May and June (Premiere on June 9, and Parade materials distribution meeting on June 10) or deposit will be forfeited.** Absence does not excuse noncompliance with rule updates. In the interim of meetings, e-mailed and mailed correspondence will be the communication and all Builder members will be responsible for being aware of Parade of Homes updates.
 - J. **Builder that revokes parade entry on or after May 2, 2011 will forfeit deposit and 2011 Parade Fee.**

2011 CVHBA Parade of Homes Inspection Check List

Builder _____ Date _____

Home Address _____

	Complete	Incomplete
1. Driveway and sidewalks complete	<input type="checkbox"/>	<input type="checkbox"/>
2. Complete exterior finished (including painting)	<input type="checkbox"/>	<input type="checkbox"/>
3. Landscaping in	<input type="checkbox"/>	<input type="checkbox"/>
4. Hard surfaced flooring and carpeting installed and finished	<input type="checkbox"/>	<input type="checkbox"/>
5. Plumbing fixtures set	<input type="checkbox"/>	<input type="checkbox"/>
6. All heating & electrical complete	<input type="checkbox"/>	<input type="checkbox"/>
7. Cabinetry completed and installed with all hardware & countertops	<input type="checkbox"/>	<input type="checkbox"/>
8. Built-in appliances installed	<input type="checkbox"/>	<input type="checkbox"/>
9. Staircases and railings complete	<input type="checkbox"/>	<input type="checkbox"/>
10. Non-member signs removed	<input type="checkbox"/>	<input type="checkbox"/>

Inspector Sign-Off _____

CVHBA Vice President _____ Date _____ Date of Second Inspection (if needed) _____

CVHBA Executive Officer _____ Date _____ Date of Second Inspection (if needed) _____



**2011 CVHBA Parade of Homes
Builder Participant Agreement**

I have read and understand the agreement for participation in the Chippewa Valley Home Builder Association's 2011 Parade of Homes and will abide by this agreement.

Included with this signed agreement is:

- \$200 deposit
- A copy of the Building Permit (must be pulled after June 1, 2010)
- Certificate of Insurance

Address of the Parade Home

Builder Name (please print)

Company Name (please print)

Signature

Date

FOR OFFICE USE ONLY

- Builder Member in Good Standing
- Dwelling Contractor Certification & Qualifier Numbers Current
- Deposit Received: CK # _____
- Parade Fee Received: CK # _____

Executive Officer Signature

Date