



PARADE OF HOMES

June 10-17, 2023

New Homes Open for Viewing June 10 - 17
Remodeled Homes Open for Viewing June 10 - 12

Entry Information Packet

Entry Packet Table of Contents

Page 1 Important Dates & Deadlines, Costs
 Page 2 Entry Information Form
 Page 3-4 Subcontractor List
 Page 5-6 Participation Agreement
 Page 7 Deposit Withholding Fees & Parade Home Information for Marketing
 Page 8 Homeowner Agreement
 Page 9 Premiere Home Application

Costs

Deposit

\$600 refundable deposit - **Due with Entry Information Form**

**This deposit is due IN ADDITION to the entry fees. Deposit is refundable based upon requirements outlined in the Parade of Homes Agreement.*

Parade Home Entry Fees

January 16, 2023 (Early Bird Pricing Deadline)	
New Home Entry.....	\$1,095
Remodel Entry	\$795
February 28, 2023 (Registration Deadline)	
New Home Entry.....	\$1,395
Remodel Entry	\$995

Virtual Entry costs are the same as regular Parade entries.

Entry fees are determined based upon the date the Entry Form, signed Participation Agreement, and the \$600 deposit are ALL received.

Entry Fees are due no later than March 31, 2023.

Important Dates & Deadlines

January 16, 2023 Early Bird Deadline
All Entry Forms, Agreements & Deposits Due for Early Bird Entries

February 28, 2023..... Entry Deadline
All Entry Forms, Agreements & Deposits Due

All Parade of Homes Entry Forms, Participation Agreements & deposits must be received no later than February 28th. Entry fee amount is based upon date all three items are received by CVHBA.

A completed Parade Entry includes: completed entry form, signed agreement, certificate of insurance, \$500 deposit, and preliminary subcontractor list.

March 30, 2023 ... Parade Builder Meeting 7:30 - 8:30am

March 31, 2023 All Entry Fees must be PAID IN FULL!

April 3, 2023.....All Details on the Parade Home Received

- Parade Home Marketing Information (description, features, etc)
- Price
- Digital Color Rendering
- Floor Plan (Optional)
- Directions from nearest major highway
- Updated list of subcontractors
- Logo in .jpg or .png format
- Photo of builder (optional) in .jpg or .png format

June 2, 2023.....New Home Inspections

June 8, 2023..... Parade Builder Meeting 7:30 - 8:30am
Premiere Event 5:00 - 8:00 pm

June 22, 2023..... Parade Builder Wrap-up Meeting
7:30-8:30am

Attendance is required at all meetings and the Premiere Event per the Parade Agreement.

Be the Premiere Home - Host the Premiere Night! Thursday, June 8, 2023

Each year a Parade Home is selected to host the member Premiere night. The Premiere night kicks off the Parade of Homes the Thursday before the Parade opens for all CVHBA members and the host's guests. The Premiere night typically has over 200 people in attendance.

Why host the Premiere? This is a unique opportunity for a builder to debut his/her home (or development) to the CVHBA membership and gain some extra awareness with the public. The Premiere Home receives a special showcase in the Parade of Homes magazine and typically is used for additional marketing leading up to the Parade to drive interest in the event.

Interested in hosting the 2022 Premiere event on Thursday, June 9th? Fill out the Premiere Home application.

Questions? Call or email Christina Thrun at 715-835-2526 or christina@cvalhomebuilders.com.

Parade Entry Information Form

Complete information below for entry in the 2023 Parade of Homes. **PLEASE PRINT LEGIBLY.** If you have multiple homes, please fill out a separate entry form for each Parade Home. You only need to complete the Builder Information section for 1 of the entries.

Builder Information

Builder's First and Last Name: _____

Company Name: _____

Company Mailing Address: _____

City / State / Zip: _____

Dwelling Contractor Qualifier #: _____ Website: _____

Email: _____

Phone: _____ Cell Phone: _____ Fax: _____

Is there an additional contact that should receive Parade of Homes information & communications? Yes No

If yes, fill out information below for the 2nd Contact:

2nd Contact's Name: _____ Phone: _____

Email: _____

Parade Home Entry Information

What type of Parade Entry do you have? New Home Remodel

Is this an In-Person or Virtual Entry? In-Person Virtual

Street Address of Entry: _____

City / State / Zip: _____

New Home Information (If a New Home, please fill out this section)

Type of Home: Single Family Condominium / Townhome

Total Square Footage: _____ Number of Bedrooms: _____ Number of Bathrooms: _____

Estimated Price of Home (not including lot, landscaping, fill or outside amenities): _____

Is this house for sale? Yes No (If no, the customer must sign off on the "Customer Parade Home Waiver")

Remodel Information (If a Remodel, please fill out this section)

General Description of the Project: _____

Estimated Project Value: \$ _____ Square Footage of the Project: _____

Date Project Started: _____ Completion Date (or estimated completion date): _____

What year was the home originally built? _____

REQUIRED ITEMS - Due with this form

Parade Entry Form- A fully completed entry information form.

Participation Agreement - A signed participation agreement is required upon submission of the entry.

Certificate of Insurance - Includes: parade entry property, name of Chippewa Valley Home Builders Association as additional insured, liability insurance indicating bodily coverage of at least \$500,000 and property damage limites of at least \$50,000 or minimum coverage by law.

\$600 Refundable Deposit - Payment by check or cash must accompany the entry. *Entry Fee is due by March 31 and can be submitted with Entry Information Form if desired.*

Initial Subcontractor List - Preliminary list of subcontractors must be filled out and submitted with entry. An updated list is required before the Parade of Homes magazine is printed.

Homeowner Agreement (if a custom / sold home)- Please have your customer sign off on the Homeowner Agreement and include with entry.

For CVHBAoffice use only:

Entry Form Received: _____ \$600 Deposit Receive: _____ Entry Fee Amount \$ _____ Entry Fee Received _____ 2

Subcontractor List

Builder Company Name: _____

Address of Parade Entry: _____

*Please fill out EACH CATEGORY with all sub-contractors you are using; **be sure to include non-members & contact info for non-members.** Write your own company name if your company provided the work for the home. If a non-member becomes a member before the Home Inspirations Magazine is printed, you will receive credit for that sub-contractor. Please be sure to include the full company name. All builders who use a CVHBA member for at least 50% of the listed categories will be recognized at the Premiere Night with a Hammer Award (your business will not count towards the award). **The CVHBA strongly encouraged doing business with members, or for non-members to join the CVHBA.** We will contact all non-members and provide information on CVHBA membership and Parade advertising. CVHBA member sub-contractors will be featured in the Parade magazine and on the Parade website. **Invite your trade partners to join the CVHBA!***

Vendor/Supplier	Company Name	Contact Name	Phone or Email
Appliances			
Architect / Designer			
Asphalt			
Audio / Home Theater			
Automobile (Car on Display)			
Cabinets			
Carpentry			
Central Vacuum			
Cleaning Service			
Closets			
Concrete Flatwork			
Countertops			
Disposal / Dumpster Service			
Dock			
Doors			
Drywall / Plaster / Sheetrock			
Electrician			
Excavation			
Fencing			
Financing			
Fire Protection			
Fireplace			
Fireplace Mantel			
Fixtures - Kitchen & Bath			
Flooring			
Framing			
Foundation			
Garage Door / Opener			
Glass			
Gutters & Downspouts			
Home Energy Consultants			
HVAC / Geothermal			
Insulation			
Insurance			

Subcontractor List - Page 2

Vendor/Supplier	Company Name	Contact	Phone or Email
Interior Design / Staging			
Irrigation			
Landscaping			
Light Fixtures			
Lumber			
Masonry			
Metal Fabrication / Custom Metalwork			
Millwork			
Painter			
Paint Supplier			
Photography			
Plumbing			
Portable Toilets			
Realtor			
Rendering			
Roofing			
Security Systems			
Sheet Metal			
Shower / Tub			
Siding / Soffit			
Solar			
Steel Beams & Posts			
Stone			
Surveyor / Engineer			
Technology / Smart Home			
Tile (Bathroom, Kitchen, etc)			
Title Company			
Tree Cutting			
Trusses			
Utilities			
Water Softening / Filtration			
Weather Stripping			
Well			
Whirlpool / Pool / Hot Tub			
Window Treatments			
Windows			
Other:			
Other:			
Other:			
Other:			

Participation Agreement

This Participation Agreement is entered into this _____ day of _____, _____ by and between the Chippewa Valley Home Builders Association (CVHBA) and _____ (Builder). The purpose of this Participation Agreement is for the mutual understanding of said Builders and the CVHBA for the showing of a house(s) in the 2023 Parade of Homes (Parade). The Builder agrees that the house(s) entered in said Parade shall conform to the rules and regulations established by the CVHBA. All homes entered in the Parade must comply at all times with OSHA safety standards. The CVHBA agrees to promote the Parade and to insure public attendance to the greatest extent possible. All methods of the 2023 Parade promotions shall be determined by the CVHBA Staff and Parade of Homes Committee.

Membership: In order to be eligible to participate in the Parade, the Participant shall be a full builder member as of January 1st, 2023, as defined in the CVHBA bylaws, and in good standing with the CVHBA. Member shall not be in a state of suspension, be delinquent in dues, or other monetary obligations to the CVHBA from the time of signing the Participation Agreement through the Parade. The CVHBA Executive Committee has the right to waive the membership requirement in its sole discretion.

Eligibility: To be eligible for inclusion as a new home in the 2023 Parade of Homes, the home must be a new construction home and not have been a part of any previous Parade of Homes. Parade homes may be sold at any time, **but may not be occupied**, prior to or during the Parade of Homes dates. Any new home that is custom-built will need to have the Homeowner Agreement submitted with the Parade Entry Information. Any home sold during the construction process will need a Homeowner Agreement submitted after the sale of the home.

For a remodeling entry to be eligible for inclusion in the 2023 Parade of Homes, the home must be an interior or exterior remodel with a minimum value of \$15,000. Projects must have been completed after June 1, 2022. The project entered showcases a change in shape, style, form, or function of a residence or outdoor living space. A Home Owner Agreement must be signed and submitted with the entry form and participation agreement in order for a Remodeled Home to be eligible for inclusion in the Parade of Homes.

Date & Hours of Parade: The Parade will operate June 10 through June 17, 2023, or such other dates established by the CVHBA Board of Directors. Open hours for the public shall be 10:00 a.m. to 5:00 p.m. Saturdays & Sundays and 5:00 p.m. to 9:00 p.m. Monday through Friday. Remodeling entries will be open June 10 through June 12, 2023 during regular open hours. These hours are subject to change upon recommendation of the Parade Committee and approval by the Board of Directors. Participant agrees that if Parade Home is not open during the official open hours of the Parade, it shall be the right of CVHBA to remove the Parade Home from participation in the Parade. The Parade Home must be staffed during all open hours and the Participant agrees to take sole responsibility for opening and staffing the parade home. During the Parade, Parade Home's shall only be open during regular event days and hours. The Parade Home must also be available for viewing for any CVHBA scheduled activities during the week of the Parade of Homes (i.e. member bus tour, school tours, etc). Any additional activities will be coordinated with the Builder.

Completed Home: *In-person Parade Homes must be 100% complete and ready for occupancy by Thursday, June 8 and it must be staged by Friday, June 9.* A completed home includes: all landscaping (rock &/or mulch beds, trees, shrubs, etc); the yard is seeded or sod is laid; driveway & sidewalks completed; exterior of house completed; all hard surfaced flooring, tile & carpeting installed and finished; plumbing fixtures installed; heating and electrical complete; cabinetry & countertops completed and installed with hardware; appliances installed; staircases & railings complete; trim work complete; and staged furnishings in at least the living room, dining room, and master bedroom. Note: the basement is not required to be finished for inclusion in the Parade. All construction debris should be properly disposed of before the Parade opens. **The Executive Officer and the Parade Chair(s) must sign off on the final inspection before the house will be allowed to be opened for the Parade of Homes.** In the occurrence that a house does not pass final inspection, the Executive Officer and Parade Chair(s) have the right to delay the opening of the home until it passes final inspection. **Homes that are not complete, as defined above, at the time of the Parade of Homes will result in the surrendering of the full deposit and may result in the Board of Directors refusing a Builder entry into future years' Parade of Homes.**

Virtual Entries: The virtual Parade Home tours will be released and marketed in conjunction with the in-person Parade of Homes. **The virtual tours must be videoed no later than June 2, 2023 to be released in conjunction with the Parade of Homes** beginning on June 10, 2023. This date is subject to change dependent upon the number of virtual entries and the videographer availability. The final deadline will be set after the February 28, 2023 entry deadline.

Inspections: The Parade of Homes Committee and Executive Officer will conduct at least one inspection of each house within two weeks of the start of the Parade of Homes. Additional inspections may be scheduled at the discretion of the Executive Officer and Parade Chair(s). **It is the responsibility of the Builder to ensure the inspectors have access to enter the Parade Home on inspection days.** Failure to provide entry to the Parade Home will result in loss of deposit (\$100) and may result in the Parade Home being delayed in opening. New Homes will have a scheduled inspection day and Remodel Entries will need to schedule an inspection at a time that works with the homeowner. Virtual Entry inspections will need to be scheduled before the videography appointment.

Builder Meetings: The Builder is required to attend Builder Meetings scheduled to convey important information and obtain feedback as to the planning of the Parade. The Builder shall attend and participate in all Builder meetings, this includes two (2) meetings prior to the Parade and one (1) wrap-up meeting. **If Builder is absent from two (2) or more meetings, the Board of Directors can take disciplinary action which may include suspension from future years' Parade of Homes.** Meeting dates are published on the first page of the packet and are subject to change with at least two (2) week's notice.

Parade of Homes Committee: A Parade of Homes Committee composed of Builder and Associate members will work on the planning of the Parade. The Committee will solicit feedback from the Builders during Builder meetings and Builders in the Parade are welcome to join the committee and participate in the planning of the event.

Attendance at Premiere: The Builder agrees to have a representative attend the Parade of Homes Premiere event on Thursday, June 8, 2023.

Security: Builder shall be solely responsible for security of its Parade Home and property, both during construction and while used as a Parade Home. For Remodel Entries, the Builder is responsible for blocking off areas of the home not included in the Parade and is expected to have staff in each area of the remodel to ensure safety and security of the owner's belongings.

Shoe Covers: Everyone visiting a Parade Home must wear shoe covers. Each Builder will receive shoe covers to provide participants. All builders are asked to ensure those entering the Parade Home are wearing shoe covers.

Lawn Maintenance & Sprinkling: Lawn maintenance and irrigation of lawns, trees, and shrubs shall not interfere with the customer experience. Builders and trade contractors shall be aware of municipal restrictions such as water usage limits.

Portable Toilets: The CVHBA will make all efforts to provide one sponsored portable toilet per parade home that is to be used by parade goers and volunteers. The portable toilet provided by CVHBA is only for use for Parade goers, volunteers, and builders during the official Parade of Homes hours. The CVHBA or the Portable Toilet provider has the right to charge the Builder if the toilet is being used for construction and requires additional maintenance. The CVHBA reserves the right to not offer this service during the Parade if conditions prohibit the providing of a portable toilet.

Early Completion & Display: If a home is finished before the Parade, the home may be available for private showings. A Parade Home may be available for public showings (i.e. open houses or model home) only in the instance where there is no reference to the home being included in the Parade of Homes in any marketing for the home.

Insurance: The Participant shall obtain and furnish to the CVHBA a Certificate of Insurance listing the parade home address, naming the Chippewa Valley Home Builders Association as an additional insured, and insuring bodily injury of at least \$500,000 and property damage limits of \$50,000 or minimum required by law.

Participation Agreement

Withdrawal from the Parade: In the occurrence where a home needs to be withdrawn from the Parade (i.e. the home is sold and will be occupied before the Parade), the full amount of the entry fee and deposit will be refunded until March 31, 2023. Any withdrawals after March 31st, 2023 the Builder will forfeit the entry fee. Any withdrawals after April 14, 2023 and the Builder will also forfeit the full deposit.

Use of CVHBA Members, Signage & Marketing During the Parade: CVHBA encourages Builders to utilize CVHBA member suppliers and subcontractors for the Parade Homes. Many of the CVHBA members give discounts and special benefits for Parade Homes. **Builders may only display signage that promotes CVHBA members.** Builders can hand out business cards of non-members who provided work or supplies to the Parade Home, but no printed information larger than a business card (2" x 3.5") can be distributed and non-member information cannot be displayed. It is the Builder's responsibility to ensure compliance by all of employees and subcontractors. The CVHBA will provide the builder with a written notification for any signage violations and signage must be removed before the start of Parade of Homes on the following day. **The deposit shall be withheld as outlined on Deposit Withholding sheet if signage reappears after the warning. If signage violations are not corrected, the Board of Directors has the right to refuse a Builder entry into future years' Parade of Homes.**

The CVHBA will provide Parade of Homes branded signs for use during the Parade to designate the Parade Home site. All CVHBA provided signs must be displayed at each Parade Home. The Builder also has the right to display their own sign with their logo and information. If the Parade Home is listed with a realtor, the standard and expected realtor listing sign is allowed in the front yard and the house spec sheet can be displayed in the Parade Home. If the realtor is not a member of the CVHBA, no additional signage or marketing materials is allowed on the property.

Any contractors who are working at the Parade Home to talk about and promote their products or services **must be a CVHBA member.** Volunteers scanning and selling tickets do not need to be a member, however anyone who is at the Parade Home for the purpose of talking about products/services used in the home or selling products/services must be representing a CVHBA member business.

Ticket Sales: The Builder is responsible for all ticket sales at the Parade Home during the Parade. The Builder assumes all responsibilities for the tickets, cash and ticketing supplies provided at the start of the Parade and is expected to train any volunteers handling ticketing during the Parade. The Builder or a representative is responsible for following all ticketing procedures established by the CVHBA and ensuring accurate tracking and money handling is maintained throughout the Parade of Homes. **Any discrepancies in ticket sales will be charged to the Builder.**

Supplies and Ticket Return: All provided Parade supplies, remaining tickets, and ticket money must be **returned to the CVHBA office no later than 4:00pm on the Monday following the close of the Parade of Homes.** Remodel Entries are expected to return all supplies on Tuesday, after the close of the Remodel entries.

Images, Video & Marketing of Parade Homes: Any photographs or video taken of the Parade Home by CVHBA, or it's hired contractors, can be used by the builder for their own promotional purposes. CVHBA agrees that any photos and/or videos of Parade Homes used in future promotions or marketing will give credit to the Builder. The Builder agrees that photos and/or videos of the Parade Home may be used for promotion by the CVHBA and that the CVHBA has full rights to use photos and videos in promotion of the Parade in the current year or in future years. If the Parade Home is owned at the time of the Parade, the Customer Parade Home Waiver must be signed acknowledging the customer is aware of the marketing rights of the CVHBA.

Parade Book & Information Accuracy: All Builders will receive a two-page listing in the Home Inspirations Parade of Homes issue and a listing on the web-based Parade directory. All information and materials for inclusion in the Parade Book and webpage must be received by April 3, 2023: written description of entry, price, high quality digital color rendering, floor plan (optional), directions from nearest major highway, updated list of suppliers and subcontractors, logo in .jpg or .png format, and photo of builder (optional) in .jpg or .png format. **Failure to provide all required information by April 3 will result in a loss of the deposit.**

Each Builder will receive a proof prior to printing and is responsible for approving the proof before the print deadline. If approval is not given, it is assumed that the information is accurate and the Parade Book will be printed accordingly. Best efforts by the CVHBA will be made to ensure accurate information in all Parade related publications; however, all Builders are responsible for ensuring accurate information is provided and will hold the CVHBA harmless in the event that errors or omissions occur.

Digital Rendering: All Builders will provide the CVHBA with a full color digital rendering of the Parade Home. **No photographs, black & white renderings, or any other image of the Parade Home will be accepted.** If the digital rendering is not received before the deadline, a stamp of "No Image Provided" will be in place of the digital color rendering. (Note: it is recommended that Builders allow for enough time to allow the preparation of the digital rendering.)

Awards: People's Choice Awards will be presented at a CVHBA event after the Parade of Homes. The awards and the format of the voting are to be decided upon by the Parade Committee.

Event Cancellation: In the event the Parade is not held, all agreements for participation shall be cancelled and terminated upon the return of the deposit and/or entry fee paid by the Builder for participation in the Parade. Return of the deposit and/or entry fee will terminate any liability upon the CVHBA. No refunds will be given due to cancellations or delays due to weather or other circumstances beyond the CVHBA's control.

The Builder hereby agrees to indemnify, defend and hold harmless the Chippewa Valley Home Builders Association, and its members, officers, directors, agents, 2023 Parade Committee, and employees, from any and all claims, causes of action or judgements of any kind which may be made against any or all of them arising out of or relating to the undersigned's participation in the CVHBA 2023 Parade of Homes. This indemnification agreement includes, without limitations, claims for bodily injury, death, damage or loss of personal property, breach of contract, copyright infringement or conversion, or from any financial loss sustained by participation in the 2023 Parade of Homes and claims arising out of the acts of subcontractors or agents of any profession employed by the Builder. Builder releases the CVHBA from any liability related to builder's failure to follow any laws.

If the CVHBA waives one or more requirements of this Contract, such waiver shall not be construed as a waiver of a subsequent breach of the same requirement. This agreement shall not be assigned without the prior written consent of the CVHBA. The laws of the State of Wisconsin shall govern the terms of this Contract. Paragraph and section headings are for convenience only and shall not control or affect the meaning or construction of any provision of this Contract. The individuals signing this Contract on behalf of the Builder represent that they have the authority to bind the Builder to this Contract. The CVHBA Code of Ethics must be followed by all Builders participating in the Parade of Homes. **The CVHBA Executive Committee has the full authority to withhold deposit or remove a Parade Home from participation in the Parade for any violations or breach of this agreement. If the Executive Committee removes a Parade Home from participation, the CVHBA will keep the full deposit and entry fees. The CVHBA Board of Directors has the full authority to enforce all aspects of this agreement and has the right to prohibit participation in future Parade of Homes' events if the conditions of this Agreement aren't met.** The CVHBA shall be entitled to the attorney's fees it may incur in enforcing the terms of this Contract. Time is of the essence with respect to all dates and deadlines in this Contract.

Builder Name (Print) _____ Company Name (Print) _____

Signature _____ Date _____

Deposit Withholding Fees

A deposit of \$600 is held for each Parade House. This deposit is refundable in full, provided the Builder complies with all aspects of the Participation Agreement. A portion, or all, of the deposit may be withheld per the Participation Agreement to the extent outlined below:

Parade House is incomplete at opening of Parade	Up to \$600 <i>Amount withheld to be determined by the the level of incompleteness.</i>
Missed Parade of Homes Builder Meeting	\$100 per meeting
Did not attend Premiere event	\$100
Signage not removed after written notification	\$100 per sign
Failure to provide access for inspection	\$100
Parade Home Information for Marketing not received by the deadline	\$100 - \$500 <i>Amount withheld depends on amount of information & how late it is received.</i>

Parade Home Information for Marketing

Please EMAIL the following information **NO LATER THAN Monday, April 3, 2023.**
A portion of your deposit will be forfeited if this information is not received by deadline.

Please email the information below to christina@cvhomebuilders.com. A word document or online web form will be provided to fill in the information.

- 1. Description:** Please provide a general description of your home. We recommend the description to be a minimum of 5 sentences. Use this to describe things like the aesthetic, influence, design elements, etc. This is your opportunity to 'sell' why people should visit your Parade Home! *This should be different from the features list.*
- 2. Special Features:** Please provide up to 10 (ten) most important features of your home entry in list form. *This should be different than the description.*
- 3. Directions to Home:** Please provide directions from the nearest major highway. Be clear and explicit.
- 4. Builder Statement:** Provide a brief description of your business. If you have been in a previous Parade, please let us know if you want to use the same information.
- 5. Scavenger Hunt Item:** Identify a unique feature or item in the home the public will look for while touring the home. This must be unique to your home, but not too challenging for the public to identify. It can be structural to the home, design elements, or decor placed in the home.
- 6. Digital Files of:**
 - Logo (if not on file) - high resolution file in .pdf, .jpg or .png format, must be at least 300 dpi
 - Digital Color Rendering - high resolution (minimum 300 PPI - pixels per inch) file in .pdf, .jpg or .png format - NO PHOTOGRAPHS
 - Builder Photo (optional) - high resolution file in .pdf, .jpg or .png format
 - Floor Plan (optional) - high resolution file in .jpg or .png format
- 7. Latitude & Longitude of the Home:**
 - Use Google Maps to find your location. Right click on the marker and you will see the latitude and longitude. OR
 - While at the home, use your cellphone to visit www.online-tech-tips.com/computer-tips/find-longitude-latitude/ for specific instructions on how to find the latitude and longitude.

Homeowner Agreement

1. I agree to allow my home to be entered into the Parade of Homes. If I withdraw my agreement, I may forgo any benefits I received for participating. Once marketing materials are printed in late April, this agreement to participate in the Parade of Homes cannot be revoked.
2. I understand that photos and video of my home will be taken by the Chippewa Valley Home Builders Association (CVHBA) or a contracted vendor. Photos and videos may be published on the CVHBA website, the Parade of Homes website, the Builder's website and may be used for marketing purposes by the CVHBA and the Builder.
3. I understand that if my home is a New Home in the in-person Parade of Homes, that I am not able to move in and live in the residence until after the conclusion of the Parade of Homes at 5:00 p.m. on June 17, 2023.
4. I understand that my home will be open for viewing to the public. In-person Parade Home viewing hours are June 10 - 17, 2023; Saturday and Sunday 10:00 a.m. - 5:00 p.m. and Monday through Friday 5:00 p.m. - 9:00 p.m. Remodeled entries will be open June 10 and 11 10:00 a.m. - 5:00 p.m. and June 12 5:00 p.m. - 9:00 p.m. Additional viewing hours may be set by the CVHBA Parade of Homes Committee. Any changes or addition to hours will be communicated through my/our Builder. All virtual entry only Parade Homes will be released on June 10.
5. For in-person Parade entries, I understand that my Builder and ticketing volunteers will be in the home during all hours of the Parade.
6. I understand that my/our address will be published and marketed for the 2023 event and will be available in perpetuity related to the 2023 Parade of Homes. Virtual entries will not have an address published publicly, but the information will be retained by the CVHBA for future reference.
7. I understand that the CVHBA may request access to my Parade Home for marketing or to provide educational opportunities for youth. This may take place before the Parade of Homes or during the week of the Parade of Homes. All access will be requested through the Builder.
8. I agree to not advertise or promote any vendors, subcontractors, and/or suppliers within the premises of my home that are not members in good standing of the Chippewa Valley Home Builders Association.

I/we, _____ ("Owner(s)") as Owner(s) of the home located at _____ ("Parade Home"); will permit ("Builder") _____ as general contractor of the Home; and the Chippewa Valley Home Builders Association ("CVHBA"), to showcase my/our home in the Parade of Homes and be in charge of m/our home during the Parade of Homes June 10 - 17, 2023 and understand the items listed above.

Owner(s) are the sole owners of this home and have the full authority to enter into this agreement, and I/we agree that, for good and valuable consideration, I/we will be bound by the commitments made to the Chippewa Valley Home Builders Association and the Builder in this agreement.

To the fullest extent by law, Owner(s) do hereby release and hold harmless the CVHBA, its officers, employees, board of directors, representatives, successors, and assigns from any liability whatsoever as a result of any damage to person or property of the Owner(s) and/or Builder which may result from or in any way be related to the participation of the home in the Parade of Homes event, unless such damage is caused by the negligence or intentional tortious conduct of CVHBA.

Owner(s) Signature _____ Date _____

Owner(s) Name (Print) _____

Builder Signature _____ Date _____

Builder Name (Print) _____

Premiere Home Application

Thursday, June 8, 2023

If you are interested in hosting the 2023 Premiere Night. Please complete information below for application to host the 2023 Premiere Home and submit to christina@cvhomebuilders.com by **March 15, 2023**.

PLEASE PRINT LEGIBLY

Builder's First and Last Name: _____

Company Name: _____

Email: _____

Phone: _____ Cell Phone: _____ Fax: _____

Why should your Parade Home be chosen as the Premiere Home?

If the Parade Home is under contract for a Homeowner, the Homeowner must approve their home to be showcased as the Premiere Home. A separate homeowner waiver will be provided for the Builder to have signed.

Responsibilities of Hosting the Premiere Home

1. If the Parade home is under contract for a homeowner, homeowner must approve their home to be showcased as a Premiere Home and release CVHBA of all liability for the Premiere.
2. Builder Participant will be responsible for all expenses either incurred by CVHBA or the Builder for food and beverage, tent (dependent on location), chairs, entertainment, sponsor signage and other associated expenses ordinarily associated at a Premiere. All expenses incurred by CVHBA will be invoiced. **Selected Builder is responsible for securing sponsors and contacting sub-contractors and/or other potential sponsors to secure funds on or before May 1st.** CVHBA staff is available to assist in the planning of the Premiere event.

Regular communication and coordination regarding this important aspect with the Parade Chair(s) and the CVHBA staff is vital to the success of the 2023 Premiere. **A list of Premiere sponsors must be forwarded to the Executive Officer no later than May 1st, 2023.**
3. Parade Home and Builder must be available for pre-parade marketing, interviews, and showcasing before the event (home does not need to be completed in advance, but must be made available for marketing purposes to promote the Parade).
4. Appropriate signage and directions must occur to provide best possible traffic flow and ensure safety and minimal disruption to local residents. If extenuating circumstance(s) exist subject to location, the builder must gain the permission and/or approval of the Public Works Department at the City or County office. Parade home sites that require extensive coordination for parking and/or logistics for staff and volunteers to set-up and guests to arrive on site may be subject to additional expenses to be incurred by the builder. Communication and coordination with the neighborhood may be necessary and will be handled on a case by case basis.
5. Premiere location must provide ample parking to accommodate approximately 200+ CVHBA members and guests.
6. CVHBA will assist in securing adequate outdoor restrooms and trash disposal per the City or County requirements.
7. The Builder must ensure access to water and electricity to meet the needs of the caterer and the audio-visual needs of the CVHBA staff. Ample space to set up food, beverage and collateral materials is also required.
8. Builder will work with the Parade Chair(s), President and Executive Officer in the Parade of Homes program to provide timely and professional presentation to the Premiere guests.

If selected, I agree to abide by my responsibilities in hosting the 2023 Premiere Event.

Builder Signature _____ Date _____

Builder Name (Print) _____