

COME EXHIBIT WITH US!



Special Giveaways to Celebrate the Expo's 15th Anniversary!

GIVE A DEMONSTRATION / WORKSHOP

Great publicity for you and your business!

Do you have a skill, service or product that the public or people within the industry would like to learn about? Do you want extra exposure for yourself and your business? Then sign up for a demo slot at the Expo! They're 45 minutes in length, and Expo Planners will help you every step of the way.

The two Expo Demonstration Areas are open daily and will be located in the high school cafeteria, providing maximum visibility and participation. Expo will provide a screen/basic projection equipment for your convenience - please call us for exact details. We will do our best to accommodate your technical requests.

The demonstration areas will be prominently featured in advertising, the official program, brochures and other marketing. They attract a crowd throughout the event. If you think you have something to offer, check the box on the registration form and provide us with a proposed title. Demonstrations are a cost effective, personalized method to reach your customer base!

SOME IDEAS FOR TOPICS INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

- Solar, wind or wave power
- Cost-saving, energy-efficient installations / improvements
- Building and remodeling how-to demos, i.e. working with decorative paints, window replacement and other home improvement projects
- Carpentry, tile, roofing, gutters, insulation, pest control, cabinetry, security systems and unique building products
- Kitchens, bathrooms, spaces that are senior-friendly, decks, sun-rooms and spas
- Loans and financing for land, new construction, remodels or energy efficient improvements
- Landscape design and concepts
- Special skills or techniques you possess that the public may be interested in learning about.

Let us know what you think would be of interest to the public and we can help you or a colleague make it happen!

NON-PROFITS: As a non-profit organization, you may be eligible for participation in the Expo and a reduced registration fee if you are directly relevant to the building, remodeling and/or energy business.

IF YOU ARE A BUILDING OR TRADE PROFESSIONAL,

architect, designer, contractor, wholesaler, retailer, landscaper, consultant or simply a business offering services related to the building, remodeling and energy trades, complete and return the attached registration form to join us as an exhibitor.

Be one of scores of vendors at this vibrant event, engaging the public and promoting your products and services to meet all their building, remodeling and energy efficiency needs.



- Our Expo provides a forum for meeting people who need you and the services you provide.
- Lead a workshop or demo for extra exposure of your business.
- Help our public discover the technology of tomorrow, TODAY!
- Your participation is affordable, effective and easy.

BECOME AN EXHIBITOR OR SPONSOR

If you are interested in being an exhibitor at the 2012 Building, Remodeling and Energy Expo, you are invited to return the completed exhibitor registration and contract forms and/or contact the North Peninsula Building Association for more information. NPBA retains the sole discretion to determine eligibility to be an exhibitor.

REGISTER ON OR BEFORE JANUARY 31 TO ENSURE YOUR PLACEMENT IN THE EXPO HALLS.*

SPACE IS LIMITED AS THE SHOW WILL SELL OUT!

**Register early to ensure last years placement*

PLEASE NOTE:

1. Signed exhibitor contract, registration and payment is required for space reservation at time of registration. Any required licenses, bonds and/or insurance for your profession or business must be current.
2. Only you or your employees may occupy a booth space, with the exception of eligible non-profits who may use board members and other volunteers.



Help reduce waste at the Expo! Purchase a souvenir mug with unlimited refills of quality coffee for the entire show (including setup) for just \$10 each. Each night your mug will be washed and at the end of the show, it's yours to take home. A portion of the sales will benefit Sequim High School Junior Class and the NPBA Future Builders program.

BECOME AN EXPO SPONSOR AND INCREASE YOUR EXPOSURE!

As a Sponsor, we guarantee your recognition on multiple occasions, in keeping with your elected sponsorship level. Sponsor name recognition will be of primary importance before and during the Expo.

360-452-8160 • expo@npba.info • Registration materials also available at www.npba.info

March 31 & April 1, 2012

EXHIBITOR EXPO REGISTRATION FORM

Check out our 15th Anniversary early registration specials!

Business Name: _____ Contact Person(s): _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Current License #: (if applicable) _____ Exp: _____ CURRENT LICENSE VERIFIED? (Office Use Only) Yes No

Telephone: () _____ Fax: () _____ Email: _____

Are you a returning exhibitor? Yes No • Would you like the same booth space for 2012 that you had in 2011 if possible? Yes No
• Registration Form must be returned by 1/31/12 to ensure booth selection preference

DESCRIBE PROPOSED BOOTH ACTIVITIES: ATTACH A SHEET OF PAPER IF NECESSARY - False or misleading information may lead to ineligibility and booth removal.

BOOTH DESCRIPTION & FEES: EARLY REGISTRATION SPECIAL: PAY HALF BY 11-23-11 AND BALANCE BY 1-31-12 TO RECEIVE SPECIAL RATES!
Price does **NOT** include electricity service for Inside or Outside booths. Must be purchased separately.

INSIDE BOOTHS: 10'W x 8'D curtained / NO electricity – optional purchase – see below. Booth drapes will be black and carpeting grey.

NPBA Member: EARLY REGISTRATION SPECIAL: \$400 for first booth up until 11-23-11. Increase your exposure by signing up for add'l booths - \$300 each.
REGULAR REGISTRATION: \$450 per booth from 11-24-11 until 1-31-12. LATE REGISTRATION: \$550 per booth after 2-1-12.

Non Member: REGISTRATION: \$800 per booth until 1-31-12. LATE REGISTRATION: \$950 per booth after 2-1-12.

Member Non Member **REGISTRATION TYPE:** Early Regular Late # of Booth(s) _____ Cost: \$ _____ Total Cost: \$ _____

OUTSIDE BOOTHS: 20'W x 10'D – No structure provided – NO electricity-optional purchase – see below. Exhibitor provides own extension cord for power plug in.

NPBA Member: EARLY REGISTRATION SPECIAL: \$300 until 11-23-11.
REGULAR REGISTRATION: \$350 from 11-24-11 until 1-31-12. LATE REGISTRATION: \$450 after 2-1-12.

NPBA members receive price breaks and benefits. Ask us how to join!

Non Member: REGISTRATION: \$700 per booth until 1-31-12. LATE REGISTRATION: \$850 per booth after 2-1-12.

Member Non Member **REGISTRATION TYPE:** Early Regular Late # of Booth(s) _____ Cost: \$ _____ Total Cost: \$ _____

ELECTRICITY: Power is an additional purchase item and is **NOT** included in the inside or outside booth price. If you need power, calculate your power needs and purchase accordingly. You may provide a power strip / splitter to plug into purchased outlets for multiple items.

Add electrical outlets @ \$50.00 per outlet: 5 amp, 500 watts, 120 volt service: # of outlets _____ Cost: \$ _____

Add electrical outlets @ \$60.00 per outlet: 10 amp, 1000 watts, 120 volt service: # of outlets _____ Cost: \$ _____

Add electrical outlets @ \$75.00 per outlet: 15 amp, 1800 watts, 120 volt service: # of outlets _____ Cost: \$ _____

Add electrical outlets @ \$90.00 per outlet: 20 amp, 2400 watts, 120 volt service: # of outlets _____ Cost: \$ _____

NPBA FUNDRAISER: Bottomless Quality Coffee during Expo in Souvenir Mug @ \$10 each: # of mugs _____ Cost: \$ _____

EXPO DEMONSTRATIONS AND WORKSHOPS (Subject to committee selection) Must register by 1-31-12 to be included in program guide

Yes, sign me up to give a 45 minute Expo demonstration. The tentative title of the demonstration will be: _____

\$50 for participating Exhibitor; \$200 for non-exhibiting member. # of demonstrations requested _____ Cost: \$ _____
Fee is due with registration and is non-refundable after 1-31-12.

BOOTH SIGNAGE available, approximately 40" long, 8" high, black bold print on white tag board. \$20 each: # of signs _____ Cost: \$ _____

Please CLEARLY print name for signage: _____

PAYMENT METHOD: Check Payable to NPBA, cash or Visa/Master Card

GRAND TOTAL FEES DUE: \$

Credit Card #: _____ 3 digit Security Code _____ Exp: _____ / _____

Billing Address of Card Holder if different than above _____

Street/PO Box

City

State

Zip

Card Holder Signature: _____

INSURANCE:

I have enclosed a copy of my Certificate of Insurance (Required with registration)

EXHIBITOR TRAINING:

YES, I am interested in attending a FREE Exhibitor Training workshop.

NAME BADGES: PRINT names and company name for all persons working in your booth. (Max of 4 badges supplied.)

1. _____ 2. _____ 3. _____ 4. _____

* **BOOTH REFUND POLICY:** Deadline for refund of 50% of total booth price in the event of cancellation is **Friday, Feb 3, 2012.** 100% fees retained for cancellation after this date.

**SEND COMPLETED REGISTRATION FORM, CONTRACT AND PAYMENT TO NPBA: PO BOX 748, PORT ANGELES, WA 98362
FAX TO: 360.452.8197 EMAIL TO: expo@npba.info**

★ **For Office Use Only**
Date received: _____
Payment \$ _____
Balance Due \$ _____
Control: _____

Building, Remodeling and Energy Expo - Exhibitor Contract
March 31 & April 1, 2012



AGREEMENT is between the North Peninsula Building Association and (Please sign and initial where indicated)

Company / dba Name: _____ Owner Name: _____

Business UBI # _____ Exhibitor Contact Name: _____

Address: _____ City: _____ St: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Items to be Exhibited: _____

Failure of exhibitor to make payment as specified shall entitle NPBA to cancel this agreement without notice and exhibitor shall remain liable for any unpaid balance. A \$50.00 fee will be charged for any check returned by the bank. This contract is null and void if not signed and returned with the completed registration form.

It is agreed upon acceptance of the agreement by the North Peninsula Building Association, hereinafter referred to as "NPBA", that we the undersigned, hereinafter referred to as "Exhibitor", agree to lease from NPBA the indicated booth space (s) for our participation in the Building, Remodeling and Energy Expo.

TERMS AND CONDITIONS

- DISCLAIMER:** NPBA retains the sole discretion to determine eligibility to be an exhibitor and may deny access to anyone to occupy a booth who they determine is not eligible.
- BOOTH OCCUPANCY:** The space contracted for is to be used **ONLY** by the exhibitor (s) whose name appears on the contract and their employees, with the exception of eligible non profits who may use board members or other volunteers. **No portion of a booth can be sublet or assigned to any other business or person without prior written permission of NPBA.** Such permission is in NPBA's sole discretion. The exhibitor shall forfeit the right to a space, and upon demand, pay any rent balance owing to NPBA if he/she fails to occupy the space or to have the exhibit completed by the time the show opens.
- BOOTH SET UP TIMES:** Expo Main Hall #1: 3 pm—8 pm on Friday. Expo Main Hall #2: noon-8 pm on Friday. Outside Booth Set up: 3 pm—8 pm on Friday
- PARKING AGREEMENT:** I hereby agree and certify that I and any and all of my staff / help will park at all times **ONLY** in designated Exhibitor parking whenever the Expo is open to the public: Saturday, 9 am—4 pm and Sunday, 10 am—4 pm. I agree that the northwest parking area by Sequim High School is **OFF LIMITS** to exhibitor parking of any kind and that I will park in the south lot, behind Expo Hall #2 or off site.
- DISMANTLING AND REMOVAL:** EXHIBITS AND MERCHANDISE CANNOT BE REMOVED OR DISMANTLED UNTIL AFTER CLOSING ON SUNDAY, APRIL 1, 2012 AT 4:00 PM. EARLY TEARDOWN WILL LEAD TO EXCLUSION FROM FUTURE EXPOS.
- RESTRICTIONS:** NPBA reserves the right to restrict or remove exhibits, without refund, that have been falsely entered and that are deemed by the NPBA as unsuitable or objectionable, or that have not met agreed upon payment rules. This restriction applies, but is not limited to, noise, persons, animals (with the exception of certified service animals), birds, things, conduct, printed matter, or anything of a character that might be objectionable to the NPBA.
- EXHIBITOR HOURS:** NPBA shall determine and publicize the exhibit hours the buildings will be open to the public. Exhibitors will be admitted to the building 1 1/2 hours prior to daily Expo opening times.
- EXPO BOOTH STAFFING:** Expo booths must be staffed at all times the event is open to the public, and only by persons eligible to staff a booth as provided in Section 2 above.
- EXHIBIT SPACE:** All indoor exhibit booth space is 10'W x 8'D and curtained. Price does NOT include electricity service or signage. Electricity and signage must be purchased separately. Outdoor space is 20'W x 10'D - No structure provided. Exhibitor provides own extension cord for power plug in. All booth spaces are subject to availability and final assignment by EXPO/NPBA.
- EXPO HALL FLOORS:** NPBA will install floor coverings to protect the wood surfaces of the Expo halls. All exhibitors, when moving or setting up displays, must be careful not to damage the flooring in any way. Any and all cost of damages due to carelessness or inadequate moving equipment, carts and trolleys, will be the responsibility of the exhibitor alone.
- OVERSIZE DISPLAYS:** The aisles, passageways and overhead spaces remain under the control of the NPBA, and no signs, decorations, banners, advertising or exhibits will be permitted in those areas, except by advance written permission of the NPBA.
- EXPOSED SURFACES:** All exposed surfaces of any display that face another exhibitor space must be finished in a tasteful manner so it will not distract from that display. It is the responsibility of each exhibitor to finish their own surfaces.
- EXHIBITOR CONDUCT:** All exhibitors and personnel must remain within the confines of their own space and no exhibitor will be

★ PLEASE SIGN HERE TO INDICATE YOU HAVE READ AND AGREE TO ADHERE TO ITEMS #1- #6

X _____

permitted to erect signs or display products obstructing the view, risking injury of others or negatively affecting the display of other exhibitors. Exhibits which include the operation of music, equipment or other noise making machines must be operated so that the noise will not annoy or disturb adjacent booths. Exhibitors are required to maintain their space in a neat and orderly fashion, with personnel in charge during all times of opening to the public.

14. FOOD AND BEVERAGES: Exhibitors and their employees shall not consume alcoholic beverages while occupying the booth or on the grounds of the Expo. No exhibitor shall provide food to the public, excepting small candy items and giveaways. This determination is in NPBA's sole discretion.

15. SMOKING: Sequim High School is a smoke and drug free campus.

16. ALL EXHIBITS MUST COMPLY with County and City ordinances and Fire Marshall instructions. For more information, contact applicable offices.

17. LICENSES: Any and all city, county or state licenses, inspections or permits required by law of any exhibitor in the installation of, or operation of the display shall be obtained by the exhibitor at his own expense prior to the opening of the show.

18. CANCELLATION OF CONTRACT: If this agreement is cancelled by an exhibitor for any reason, or by the NPBA because of an exhibitor's default or violation of this agreement, monies paid to NPBA by the exhibitor shall be retained as follows: Exhibitor shall be refunded 50% of total booth price in the event of cancellation on or before **Fri, Feb 3, 2012**: 100% fees retained for cancellation after this date

19. RIGHTS OF NPBA IN EVENT SHOW IS NOT HELD: NPBA shall not be liable for any damages or expenses incurred by an exhibitor in the event the Expo is delayed, interrupted or not held as scheduled, or if for any reason beyond the control of NPBA, the show is cancelled. In the event of complete cancellation, NPBA may retain an amount from exhibitor payments as is necessary to defray expenses already incurred by NPBA.

20. SECURITY FOR RENTAL: Failure of exhibitor to pay rental as specified herein shall entitle NPBA to take possession of all merchandise, equipment and exhibits displayed by exhibitor, and retain the same as security for unpaid rental. NPBA shall have the right to dispose of all items without notice, as deemed appropriate.

21. LIABILITY: The exhibitor is entirely responsible for space rented and shall not injure, mar or deface the premises in any manner.

22. SECURITY: The Building Expo will provide overnight security for the outer perimeters of the Sequim High School gymnasiums (Expo Halls). However, the NPBA, producers of the Expo, will assume no liability for any display item, material or merchandise lost, stolen or damaged while on the Expo premises. It is the responsibility of each exhibitor to maintain the security of all items during set up, show times and tear down.

23. INDEMNIFICATION: The exhibitor shall indemnify NPBA, the event planners and the host facility against and hold them harmless for any and all claims, actions, suits, costs, expenses, damages and liabilities, including attorney's fees arising out of activities of or relating to any alleged negligent acts by any of the above named, or any claim of strict liability in tort imposed upon NPBA for allowing the exhibitor to place on display any product having any defect or claiming to have any defect, it being agreed that the Exhibitor shall inspect all products or related items and remedy any defect whatsoever. The Exhibitor expressly and unequivocally agrees to be held responsible for any and all negligent acts of the above-named in failing to discover and remedy any and all defects and for strict liability in tort imposed upon the NPBA, its event planners and host facility for allowing the exhibitor to display or otherwise distribute products or items in defective condition.

24. INSURANCE: Exhibitor shall secure and provide proof of insurance in such a manner as will protect NPBA, the event planners and the host facility against any and all claims which may arise out of Exhibitor's activities and displays. Proof of insurance must be provided to NPBA before February 15, 2012.

25. DISPUTES AND REMEDIES:

- a. Any eligible monetary dispute between the parties shall be decided according to the Mandatory Arbitration rules in Clallam County except where small claims court procedures apply.
- b. In the event a dispute arises and either party seeks and receives legal counsel for which a fee is charged, the prevailing party shall in all cases be awarded his or her actual attorney fees paid and/or billed, regardless of whether the dispute is resolved through settlement or arbitration.
- c. There shall be one and one only prevailing party, which shall be the single party in whose favor a net monetary settlement or arbitration award is received after all offsets, back charges, counterclaims, etc are resolved and regardless of which party may have prevailed on which issues.
- d. The award of actual attorney fees shall include all fees billed by the prevailing party's attorney to the prevailing party and shall not be limited to or increased to reasonable attorney's fees. The prevailing party's actual attorney's fees shall be conclusively presumed to be reasonable in the absence of the non prevailing party's proof that such fees are manifestly unreasonable.
- e. In determining the party in whose favor a net monetary judgment is awarded, the arbitrator cannot consider tenders or payments of money made after suit has been filed.
- f. The disputes and remedies clause supersedes all statutes and court rules dealing with the determination of prevailing party and the award of attorney's fees.

26. COMPLETE AGREEMENT: This agreement contains all terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this contract, shall be deemed to exist or bind any of the parties hereto.

Exhibitor Signature

Date: _____

Return To: North Peninsula Building Association
PO Box 748
Port Angeles, WA 98362
360-452-8160. Fax: 360-452-8197
E-mail: expo@npba.info

NPBA / NPBA Official

Date: _____

DON'T MISS OUT, BOOK NOW!



**15th ANNUAL
BUILDING
REMODELING
& ENERGY
EXPO**

Presented by
NPBA
NORTH PENINSULA BUILDING
ASSOCIATION



DATES & DEADLINES

Wednesday, Nov 23, 2011

Tuesday, Jan 31, 2012

Friday, Feb 3, 2012

Tuesday, Feb 28, 2012

Friday, Mar 30, 2012

Friday, Mar 30, 2012

Saturday & Sunday,
March 31 & April 1, 2012

Sunday, Apr 1, 2012

DON'T FORGET!!!

IT'S THE 15TH ANNIVERSARY OF THE BUILDING, REMODELING & ENERGY EXPO!

Early registration special: pay half by 11-23-11 and balance by 1-31-12 to receive early registration special!

- ▶ Full payment or deposit of \$200 due for early registration special.
- ▶ 2nd half of payment due for early registration special.
- ▶ Deadline for refund of 50% of total booth price in the event of cancellation. 100% fees retained for cancellation after this date.
- ▶ Last day to submit advertising for the Expo Official Program Guide.
- ▶ Set-up for Hall #2 (South Gym), 12pm - 8pm at Sequim High School.
- ▶ Set-up for Hall #1 (North Gym) & outside booths, 3pm - 8pm at Sequim High School.
- ▶ **15TH ANNUAL EXPO OPENS!**
SATURDAY 9 AM TO 4 PM / SUNDAY 10 AM TO 4 PM
- ▶ Tear-down, 4pm - 7pm.
Early tear-down will lead to exclusion from future Expos!
- ▶ Send in your exhibitor registration, contract & payment to the address below.