

SPRINGFIELD AREA
HOME BUILDERS
ASSOCIATION

HOME EXPO

2023



RESERVE YOUR BOOTH SPACE FOR 2023!

2023 Home Expo Dates: February 17th, 18th and 19th

Friday, February 17th 2PM – 8PM

Saturday, February 18th 9AM – 6PM

Sunday, February 19th 10AM – 4PM

**DEADLINE FOR EARLY BIRD RATE FOR BOOTH SPACE
IS OCTOBER 31ST, 2022!**

**MEMBERS WILL RECEIVE A
DISCOUNT
ON BOOTH FEES**

- Show management has final placement of booths in the best interest of the show
- No booths will be held without payment

AFTER HOURS PARTY

Friday night after the doors close, all exhibitors are invited to mingle and enjoy dinner in a relaxed setting!

The 2023 Home Expo is giving back to the community!

Be sure to stop by and show your support for the local charities that will have their products and services on display in the lobby this year!!



Don't forget to reserve your Banner Sponsorship!

With this sponsorship you can prominently display your company's message for all attendees to see. Banners are hung around the Bank of Springfield Center's mezzanine. The cost is only \$150 for a 10' wide by 4' tall banner or \$750 for a 10' wide by 20' tall banner. Sponsor is responsible for supplying the banner.



Each year, thousands of people attend The Springfield Area Home Builders Association's HOME EXPO. Thousands of people receive this official Home Expo publication. This Guide is full of articles and ads relevant to the home building and remodeling community.

Save room in your 2023 budget!

It also contains Home Expo event information and a vendor map. We invite you to be a part of this year's Home Expo Guide. Purchase valuable ad space that will be viewed by the same people that keep your business going! REMEMBER TO MAKE ROOM IN YOUR BUDGET FOR THIS GREAT OPPORTUNITY!



Reserve Early to Get the Best Selection and Largest Discounts!

The 2023 Home Expo is February 17th, 18th and 19th, 2023

(Please print or type exactly as you want your name to appear on the show materials)

Company Name: _____ Phone: _____

Contact: _____ Fax: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Person to Contact During Show Dates: _____ Show Contact Cell Phone: _____

Signature: _____

The individual signing this reservation warrants that he/she has been duly authorized to execute this binding agreement and the exhibitor will continue to fulfill these terms even if the individual ceases to be part of the sponsor's company.

Early Bird Rate - Before October 31 st , 2022			After October 31 st , 2022		Electrical Service	
Booth Choices/Rates	Member	Non Member	Member	Non Member	Amount Needed	Price
Regular (10x10)	\$550	\$825	\$600	\$875	110V	\$85
Corner Booth (10x10)	\$600	\$875	\$650	\$925	220V	\$100
Booth A (10x15)	\$700	\$1,025	\$750	\$1,075		
Lobby Booth (10x10)	\$700	\$1,025	\$750	\$1,075		

MEMBERS WILL RECEIVE A DISCOUNT ON BOOTH FEES

Book early to secure your spot.

A 50% deposit is required at time of booking. To secure the early bird rate, the deposit must be received by October 31, 2022. Final payment is due December 1, 2022. Any reservations made after December 1st will require payment in full. This deposit is non-refundable.

**CERTIFICATE OF LIABILITY INSURANCE WILL BE REQUIRED OF AT
LEAST \$1 MILLION, NAMING SAHBA AS AN ADDITIONAL INSURED.**

SAHBA has final say on where and if a vendor will receive first day set up and will place booths for first day set up appropriately.

Questions? Please Contact:

Springfield Area Home Builders Association
3001 Spring Mill Drive, Suite F, Springfield, IL 62704
Phone: (217) 698-4941 • Fax: (217) 698-4942
leeann@springfieldareahba.com

Booth Space Requested:

Booth(s) Number(s) - (See floor plan for booth numbers):

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

Will You Need Electric Service (check 1):

110V ☐ 220V ☐ No Electric Needed ☐

Payment Method: Check ☐ Credit Card ☐

Visa or MasterCard # _____

(Circle one of the above)

Exp. Date _____ VIC _____

Name on Card _____

Your Signature _____ Date _____

Payment Information:

Booth Space Total _____

Electric: _____

Total Amount Due: _____

Total Paid: _____

Balance Due: _____

BOOTH SPACE RESERVATION



BUILDING THE AMERICAN DREAM

SPONSOR OPPORTUNITIES

Admission Discount Sponsor: Number Available-3.\$2,200
Your business name will be included in all advertising, marketing and references as sponsor of the day for Senior's Day on Friday, Hero's Day on Saturday or Educator's Day on Sunday, discounting \$1 off admission to those that qualify! This also includes a full page advertisement in the Home Expo newspaper insert, banner display at Expo and much more.

Admission Tickets:\$1,650
The ticket stub retained by the attendees is the perfect place for a special offer from your business because they will be referring to them for the prizes being offered! Offer a price discount, sale notification, or simply information you want them to know about your business.

Facebook Ad Sponsor: Number Available-1 \$825
SAHBA will be spending \$2,000 in paid advertising through Facebook to promote the Home Expo this year! Your company's name and up to 2 sentences describing your company's offerings will be included with every paid Facebook ad that SAHBA posts for the Home Expo. Not only will you be associated with the best Home Show in Central Illinois, but your company will also get an estimated 156,000 impressions on Facebook!

After Hours Private Party:\$1,100
The After Hours Private Party is held on Friday night after the doors close. It is a time for exhibitors to network, view the other displays and enjoy a little down time after the first day. Hors d'oeuvres and beverages will be available for all to take pleasure in. (*Fee covers food and beverages only. If sponsor elects to provide entertainment during the party, sponsor is responsible for any associated costs. Sponsor may provide their own food and beverages and have the fee waived.)

Vendor Hospitality Suite: Number Available-4. \$110
The Vendor Hospitality Suite at the Show is a place for exhibitors (over 200 last year) to go to relax, take a break, talk shop and have a refreshment.

Kids Under 12 Free/Face Painting: \$1100
Your company will be credited for the free admission and face painting for all kids under 12 years old. Your company name and logo will also appear at all ticket booths for everyone to see. Your company name and/or logo will be mentioned in all advertising for the show promoting free admission for kids under 12 courtesy ofyou! You will also receive signage at the face painting center.

Reusable Tote Bags: Number Available-4 \$275
A popular item! Every attendee will receive a tote bag and 1000 will feature your company. And best of all, these tote bags will be used many times throughout the community. Must provide 1,000 bags that are approved by SAHBA.

People's Choice Sponsor: \$550
Your logo on all voting forms and signage at the event for consumers to vote for their favorite booths. Your logo will then be used on the plaque awarded to the winner.

Banner Sponsor A: \$750
Prominently display your company's message where every attendee will see it! Banners will be hung around the Bank of Springfield Center's mezzanine. Must provide 10' wide by 20' long banner that is approved by SAHBA.

Banner Sponsor B: \$150
Prominently display your company's message where every attendee will see it! Banners will be hung around the Bank of Springfield Center's mezzanine. Must provide 10' wide by 4' long banner that is approved by SAHBA.

LEGO® Event Sponsorships: \$150-\$500
See following page for all available sponsorships.

(Please print or type exactly as you want your name to appear on the show materials)

Company Name: _____ **Phone:** _____

Show Contact: _____ **Fax:** _____

Mailing Address: _____ **City:** _____

State: _____ **Zip:** _____ **Email Address:** _____

Signature: _____

A 100% non-refundable sponsorship fee is required to reserve your sponsorship. SAHBA reserves the right to release any sponsorship not secured by the final payment, which will be due on December 31, 2022. SAHBA members have priority consideration when reserving sponsorship. The individual signing this contract warrants that he/she has been duly authorized to execute this binding agreement and the sponsor will continue to fulfill these terms even if the individual ceases to be part of the sponsor's company. DEADLINE FOR SPONSORSHIP: December 31, 2021. If paying by check, please return this form along with your payment in full to the Springfield Area Home Builders Association Office.

Name of Sponsorship: _____ **Total Amount Due:** _____

Payment Method: Check ☐ Credit Card ☐ Visa or MasterCard #: _____

Exp. Date: _____ **VIC:** _____ **Signature:** _____





DON'T MISS YOUR CHANCE TO
BE A PROMINENT PART OF THE
LEGO® CONTEST!
SPONSORSHIPS ARE NOW AVAILABLE!

Multiple contests this
year due to popular demand!

Saturday, Feb 18th

2 Events: 1pm and 4pm

Sunday, Feb 19th

2 Events: 11am and 2pm

Registration begins
30 minutes prior to
the start of event



DETAILS

- **Age Categories**
5-8 & 9-12
- **Lego® Kits will be Provided**
- **Prizes will be Awarded!**
- **Free to Participate!**



Children under 12 are free to attend the Home Expo.
Adults must pay for entrance into the Home Expo and
provide adult supervision during the Lego® contest.

www.BUILDEREVENTS.COM

SPONSORSHIP OPPORTUNITIES

Event Sponsor - \$500

Your company's logo will be prominently
displayed for all to see at the event. Your
logo will also be included on all the Lego®
competition promotions, including the
Home Expo Guide that is inserted in the
SJR.

Bucket Sponsor - \$150

Your company's logo will be displayed on
every Lego® Bucket recognizing you as
a "Bucket Sponsor". (A Lego® Bucket is
provided to each child to use during the
contest). Your logo will also be displayed on
signage at the event.

Refreshment Sponsor – \$150

Your company's logo will be displayed on the
snack table that will offer refreshments to
all of the participants. Your logo will also be
displayed on signage at the event.

Prize Sponsor - \$200

Your company's logo will be included on each
individual prize, as well as all certificates
of participation that every participant will
receive. Your logo will also be displayed on
signage at the event.



SPRINGFIELD AREA HOME BUILDERS ASSOCIATION

PHONE: (217) 698-4941

FAX: (217) 698-4942

Company Name: _____ Name of Sponsorship: _____

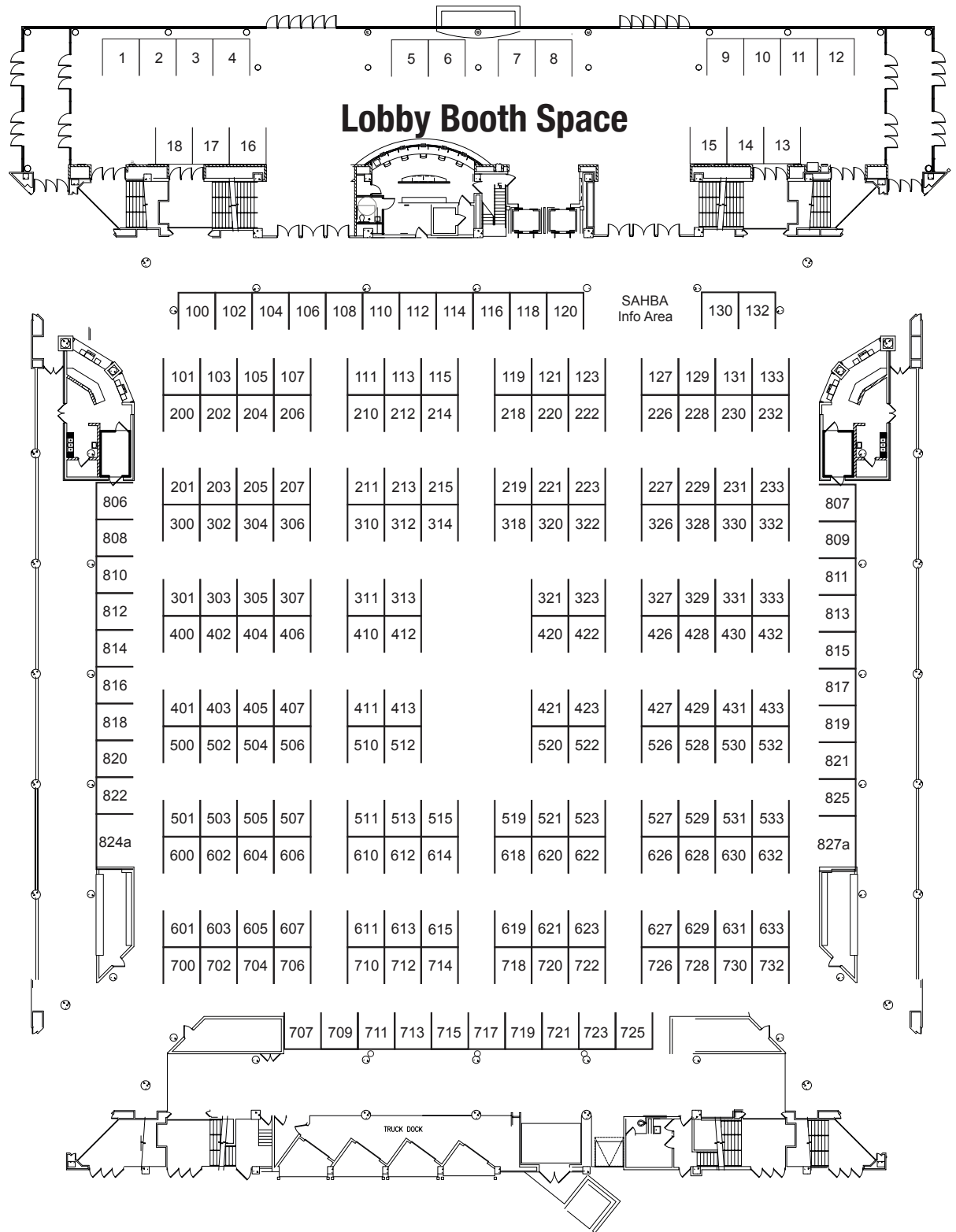
Phone: _____ Contact: _____

Total Amount Due: \$ _____ Payment Method: ☐ Check ☐ Credit Card

Visa or MasterCard #: _____ Exp. Date: _____ VIC: _____

Signature _____

2023 FLOOR PLAN



RULES & REGULATIONS

The objective of the Springfield Area Home Builders Association (SAHBA) Home Expo is to provide a forum for building products and services to its members as well as the public. In order to provide a well-balanced, well-regulated, attractive and successful Home Expo, the following rules will be enforced and no exceptions will be permitted. Home Expo management reserves the right to enforce strict compliance with these rules and regulations.

PAYMENT:

- Exhibitor agrees that full payment for all reserved booth space will be made prior to move-in.
- Booth fee includes 8' high curtain backdrop and 3' high side dividers.

RIGHTS OF EXPO MANAGEMENT:

- The association reserves the right to alter the location of the exhibitor's booths as shown on the official floor plan if deemed in the best interest of the show. The association shall further have the right to prohibit, prevent or remove any part of the exhibit deemed unsuitable or inappropriate for the purpose of the show.
- Springfield Area Home Builders Association has the right to refuse exhibit space to a vendor that is not displaying goods, services or merchandise that is part of the building trades industry.
- Specific move-in times will be designated per exhibitor at a later date and time from the Springfield Area Home Builders Association.
- Due to the large number of companies exhibiting similar products, Expo management cannot guarantee that a company exhibiting similar products will not be located nearby.

GENERAL:

- Exhibitor indemnifies the Springfield Area Home Builders Association and their directors, officers, employees, agents, and invitees from all actions, claims, demands, damages, cause of action or judgments, including but not limited to property arising, in whole or in part, out of any act or omission or exhibitor or its officers, directors, employees or invitees, done or omitted in connection with the show.
- Neither the association nor the Bank of Springfield Center provides insurance for the benefit of exhibitors. Exhibitors who desire to carry insurance on their displays or for any other purpose must place it at their own expense.
- The Springfield Area Home Builders Association is not responsible for any exhibitor materials, merchandise or display resulting in loss or damage incurred during move-in, show hours or move-out of the Home Expo.
- Exhibitors are expected to adhere to the rules of the Bank of Springfield Center.
- Popcorn is prohibited in the exhibit hall.
- Dispensing or serving of food or beverages from the booth must be approved by Expo management and BOS Center prior to the commencement of the show.
- Soliciting, polling, interviewing, etc. in any part of the BOS Center, other than exhibitor's booths, must be approved by SAHBA. Circulars, catalogs, magazines, folders, bags and any other matter may be distributed only from within the exhibitor's booth and must be related strictly to the products and/or services on display or available from the individual exhibitor. Distribution from booth to booth or in the aisles is forbidden. Strolling entertainment or moving advertisements outside of an exhibitors space is not permitted.
- All exhibitors and show staff must present show passes to enter the Expo.
- In the event of postponement or disruption of the Expo for any reason, Expo management shall have no obligation to make a refund to the exhibitor of any deposit or payments received and neither will the Expo management be responsible for any claims whatsoever by the exhibitor arising out of the postponement or cancellation of the Expo. The exhibitor hereby waives any and all claims against Expo management for damages and compensation due to cancellation or postponement of the Expo.

BOOTH DISPLAYS:

- Exhibitors are required to arrange their displays so as not to obstruct the general view or conceal other exhibits. Display space is confined to the leased area and may NOT extend into the aisle area. All signs must be hung within booth space. Company signage and logos can NOT be placed on back of displays and back MUST be finished. Total height of booths and signs MUST NOT exceed 12' (twelve feet). Displays and signage must not pose a safety hazard.
- Exhibitor will have booth completely **set up by noon and fully staffed by 2pm on Friday** for the opening of the show and for all show hours.
- Fundraising for non-profit groups or charities will be permitted only with written permission from the association. Sales and solicitations of any type must take place within the display space allotted to each exhibitor and not within the adjacent aisle space.
- All materials used in the show must conform to the fire regulations of the City of Springfield Fire Department.
- No exhibitor shall assign, sublet, or apportion the whole or any part of the display space allotted to them, nor exhibit any goods, service, signs etc. other than those promoting the exhibitor's own product and/or company. Violation of this rule shall be cause for eviction without refund.
- Exhibits may not begin dismantling until 4 p.m. on the final day of the show. All exhibitors must remove displays and merchandise from the show floor by 5:00 p.m. Monday. Any materials not removed by exhibitor in this manner will be removed at the expense of the exhibitor.
- Loud speakers, radios, televisions or the operation of any machinery or equipment, which is of sufficient volume to be distracting to neighboring exhibits or show visitors, will not be permitted.
- No refunds of booth fees will be made if exhibitor fails to occupy booth space in accordance with any of the terms and conditions outlined herein.
- Exhibitors are responsible for any damage done to the building and/or show decorator materials and displays. All property damaged or destroyed by an exhibitor must be replaced to its original condition at the expense of the exhibitor. Walls and floors of the building must not be marred or defaced in any way. Tacking, taping, or nailing of any sign, banner, etc. to any part of the building or show decorator's display is prohibited.
- Exhibitor shall be responsible for providing booth equipment (table, chairs, carpeting, extra lighting, etc.). Best Expo, Inc. is the official show decorator. Service order forms will be made available to all exhibitors for any services required for their exhibits. All costs and charges incurred for such services will be the sole responsibility of the exhibitor.
- Use of water in an exhibit is allowed but must be requested prior to the show and will be charged accordingly. Any damage resulting from the use of water will be at the Exhibitor's expense.





MOVE IN/OUT HOURS

Move In - Assignment schedule will be provided closer to the event.

Tuesday, February 14th 8:00am to 8:00pm

Wednesday, February 15th 8:00am to 8:00pm

Thursday, February 16th 8:00am to 8:00pm

Friday, February 17th 8:00am to 10:00am ONLY

Move Out - Assignment schedule will be provided closer to the event.

Monday, February 20th 8:00am to 5:00pm

DON'T MISS THE OPPORTUNITY TO BE PART OF THIS EVENT!

www.springfieldareahba.com • www.builderevents.com



BUILDING THE AMERICAN DREAM

3001 Spring Mill Drive, Suite F
Springfield, IL 62704

