



HBA of Jackson is planning a 3-day in person Parade of Homes for July 28, 29 & 30, 2023. This event will include a Virtual Parade of Homes at JacksonParadeofHomes.com –as well as the traditional in-person Parade of Homes. See info on Virtual Parade included with this contract. The goal is to promote the strength of the building industry in the greater Jackson area. This is an awesome opportunity for Builders, Remodelers and Landscapers to showcase their projects! An entry in the 2023 Jackson Parade of Homes has twice the marketing value as we have added a virtual component. Entry deadlines and fees are the same no matter the scope of the project for single-family, new or remodeled homes or for outdoor projects such as decks, landscaping and patios.

FULL entry fee AND ALL FORMS including Elevations, description and Builder BIOS
DUE: Thursday, May 25, 2023

COST OF ENTRIES:

Full Parade Entry: \$1200 HBA Member OR \$1,775 FOR NON MEMBER (Includes 1 year HBA Membership)

Virtual Only Parade Entry: \$850 HBA Member or \$1425 FOR NON MEMBER (includes 1 year HBA Membership)

These prices include a virtual tour in the form of a video set to music as well as 15 professional photos of each home. Each entry will have its own page on a dedicated Jackson Parade of Homes website, including builder logo with link to their website, a short bio about the business and a description of the home. Also available at an extra cost, is Drone footage of the home and a larger photo package of 25 photos. Please let Susie know if you would like to add either, or both of these for your entry.

FINAL ENTRY DEADLINE: Thursday, May 25, 2023 (FULL PAYMENT DUE)

(If an entry is received after this final deadline, we cannot guarantee inclusion in the Parade publication.)

Your complete entry consists of the applicable entry fee, contract and all supplements, certificate of insurance for both general liability and workers compensation coverages, and a copy of your builder license. A copy of your contract will be sent to you after the committee approves it. Please refer to Supplement #2 for a list of all dates concerning the Parade.

Each entry will have a section in the Parade publication. For your entry's section to be complete, it is critical that you return your complete original contract to the HBAJ office, providing all information on Supplements #1, #3, #4 and #5. Failure to provide all information requested will result in your promotional section being incomplete.

A Subcontractors/suppliers section will list HBA of Jackson members with paid sponsorship from subcontractor, and will be arranged alphabetically by company name, followed by numbers that correspond to the Parade entries. The HBAJ office will request a sub list from you (with a deadline) if we determine there is room in the publication. Other pertinent information regarding ticket distribution, etc. can be found by reading the supplements to the contract.

Please take this opportunity to show case your business both virtually and in person by entering your project in Jackson Parade of Homes 2023! Your entry will show the strength of our industry and its importance to the economy. If you have any questions regarding the contract, please contact Executive Officer Susie Mulvaney at the HBAJ office.

2023 Parade of Homes Contract

Event Dates: July 28, 29, & 30, 2023



SECTION 1. PARADE ENTRY REQUIREMENTS:

The following properties will be considered for entry in the Jackson Parade of Homes – see Section 2 for corresponding entry fees and deadlines.

- A) A new, never occupied single-family home with a valid Certificate of Occupancy.
- B) A new, occupied single family home where the Certificate of Occupancy was granted no more than 48 months (July 28, 2019) prior to the Parade dates.
- C) A remodel project on a residential dwelling – the Remodeler has the option of showing the entire home or just the remodeled portion and can have been completed up to one year prior to the Parade dates. This can also be a landscape project of a deck or patio.
- D) A multi-family residential dwelling with a Valid Certificate of Occupancy – either never occupied or where the Certificate of Occupancy was granted no more than 48 months prior to the Parade dates.

The HBAJ Parade Committee (hereafter referred to as “HBAJ”) reserves the right to reject or prohibit the inclusion of any property which, in the opinion of the HBAJ, does not keep with the character of the Parade event as one that promotes quality in the building industry. In the event that the HBAJ does not accept an entry application, all entry fees will be returned to the Builder/Remodeler and the HBAJ will not be held liable.

SECTION 2. PARADE ENTRY DEADLINES, ENTRY FEES, and REFUNDS:

For New/Occupied Single Family (A or B as listed in Section 1) or a remodel project (C as listed above):

ENTRY FEE FOR PARADE OF HOMES: Please check the box to indicate which type of project you are entering:

- HBA Member: \$1200 includes traditional Parade of Homes plus virtual component
- Member VIRTUAL ONLY Tour: \$850.
- Non-Member: \$1775 includes traditional Parade of Homes plus virtual component & 1 year HBA membership.
- Non-Member VIRTUAL ONLY \$1425 (includes 1 year HBA membership)

OPTIONAL ADD ONS:

- Please Add Drone footage to my package - please add 3 arial drone photos to my package for \$70
- Please Add Drone footage to my package - please add 10 arial drone photos to my package for \$125
- Please upgrade my package to 25 photos for an extra \$65

FINAL ENTRY DEADLINE: Thursday, May 25, 2023 (FULL PAYMENT DUE)

(If an entry is received after this final deadline, we cannot guarantee inclusion in the Parade publication.)

Refunds -- Entry fee is non-refundable after your entry is received and accepted by the HBAJ, unless the entry is withdrawn by Tuesday, June 7. The Builder must submit a written request to withdraw the home from the Parade no later than Tuesday, June 7. If approved by the HBAJ, the HBAJ will refund \$300 of the entry fee to the Builder/Remodeler.

SECTION 3. COMPLETE ENTRY:

A complete entry consists of this completed Contract, Contract Supplements with all attachments, insurance certificates showing both general liability and workers compensation coverage, copy of builder's license, and payment of the entry fee. The entry fee must be paid (with a company check) directly by the Builder/Remodeler; it cannot be from the purchaser of the home.

SECTION 4. PARADE DATES/ STAFFING:

All entries must be open and manned on the hours and dates of the Parade as shown on Supplement #2. The Builder/Remodeler agrees to provide door hosts for their entry; to accept responsibility for ticket sales, and to turn in the door receipts (all monies collected) and unsold tickets in accordance with the established deadlines.

SECTION 5. FURNISHINGS/ LANDSCAPING:

The Builder/Remodeler has the option to show their entry furnished, partially furnished, or unfurnished. Drapes and blinds, wall hangings, interior decorating, etc. are optional. A lawn, (grass) as well as additional landscaping will increase the curb appeal of your entry but is not required. Floor coverings, finish trim work and painting must be completed.

SECTION 6. SIGNS:

The HBAJ will provide a Parade sign for each entry. It is the sole responsibility of the Builder/Remodeler to pick up the sign at the HBAJ office July 12, 2023, and to install it in front of the entry prior to opening day of the Parade, so that it is visible from the roadway. If your entry is for sale at the time of the Parade, you may post ONE "For Sale" sign or realtor's sign next to the official Parade sign. No other signs including, but not limited to: the builder or remodeler's jobsite sign, subcontractor signs, supplier signs, may be placed in the front or side yards of the entry. These other signs may be placed in the back yard, garage, or inside the entry.

SECTION 7: BUILDERS INSURANCE:

The Builder/Remodeler agrees to maintain worker's compensation and comprehensive general liability insurance, with coverage in effect at all times during construction/renovation and during the Parade of Homes dates and hours. Certificate(s) of insurance for both coverages must accompany all Parade entries, with the certificate holder and additional insured being the Home Builders Association of Jackson Inc., at the address shown on the top of this contract. The Builder/Remodeler must have the homeowner sign the portion of Supplement #1 which releases the HBAJ of any liability for damage to, or theft of, property related to the Parade entry.

SECTION 9. CERTIFICATE OF OCCUPANCY:

A Certificate of Occupancy must be received at the HBAJ office no later than 12:00 PM (Noon) on Thursday, July 13, 2023. Homes without a Certificate of Occupancy by this deadline may not be open during the Parade. A sign will be placed in front of those homes indicating that they are not open. Flyers will be prepared with a list of uncompleted homes for distribution from the open parade homes. The cost of the sign and flyers will be assessed against the Builder/Remodeler of any Parade entry without a Certificate of Occupancy.

SECTION 10. PUBLICITY:

The HBAJ is responsible for coordinating the publicity program for the joint promotion of the participating Builders/Remodelers, Sponsors of the Parade of Homes, and the HBAJ. A publicity budget will be established using funds generated from Parade of Homes entry fees and sponsorships, etc. A Parade of Homes publication will be printed and advertising will be sold.

SECTION 11. ADMISSION TICKETS:

The public will have the opportunity to access complimentary admission tickets through the HBAJ website prior to the Parade. The HBA will print off tickets for builders, sponsors, and members to distribute prior to the Parade.

SECTION 12: BUILDER'S RESPONSIBILITY FOR COVID-19 SAFETY PRACTICES:

Abide by any Local and State Health department or government mandated protocols in place at the time of the event.

In the event that, due to COVID-19, Governor executive order, state of emergency or any other matter beyond the control of HBA of Jackson, a situation arises preventing the Parade of Homes to proceed as planned, the Parade format will automatically shift to an all Virtual Parade of Homes at JacksonParadeofHomes.com and will be promoted through radio and social media. If the in person Parade of Homes must be cancelled due to circumstances beyond HBA of Jackson's control after June 15, 2023, 25% of the full parade entry fee will be refunded. The remainder will be used toward expenses already incurred by HBA of Jackson and will support the virtual Parade of Homes event. There will be no amount refunded for the Virtual Only entries as the Virtual Only Parade will still take place. The list above is subject to change depending upon the Government mandated requirements in place at event time.

SECTION 13: COVID-19 HOLD HARMLESS

I acknowledge the contagious nature of the Coronavirus/COVID-19 and that the CDC and many other public health authorities still recommend practicing social distancing. I further acknowledge that as a Participant in HBA of Jackson Parade of Homes I agree to put in place preventative measures to reduce the spread of the Coronavirus/COVID-19.

1. I acknowledge that Home Builders Association of Jackson cannot guarantee that I will not become infected with the Coronavirus/Covid-19. I understand that the risk of becoming exposed to and/or infected by the Coronavirus/COVID-19 may result from the actions, omissions, or negligence of myself and others, including, volunteers, employees and anyone else entering my Parade Home during the event including attendees and their families.
2. I voluntarily enter a project in the Jackson Parade of Homes and acknowledge that I am increasing my risk to exposure to the Coronavirus/COVID-19. I acknowledge that I must comply with all set procedures to reduce the spread during the HBA of Jackson Parade of Homes Event.
3. By signing below, you are acknowledging that an inherent risk of exposure to Covid-19 exists in any public place where people are present. By participating in the event, you and any employees, volunteers or family members voluntarily assume all risks related to exposure to Covid-19 and agree not to hold Home Builders Association of Jackson any of their staff, committee members, board of directors, executive board of directors, executive officers, employees, agents, contractors or volunteers liable for any illness or injury.

BUILDER / REMODELER SIGNATURE: _____ DATE: ____/____/2023

COMPANY NAME: _____

SECTION 14. MISUNDERSTANDINGS / DISPUTES:

In the event of a misunderstanding or dispute regarding any of these Rules and Regulations, the Builder/Remodeler agrees to abide by the final decision of the Parade of Homes Committee (HBAJ). I, THE UNDERSIGNED, AS A BUILDER/REMODELER PARTICIPANT IN THE 2023 PARADE OF HOMES, DO HEREBY AGREE to abide by the operating rules and regulations of the Parade of Homes as set forth in this contract, and to those rules which may be created in the future, and to adhere to the deadlines established by the Parade of Homes Committee. THE HOME BUILDERS ASSOC. OF JACKSON, INC. ACCEPTS NO RESPONSIBILITY FOR THE SALE OF ANY PARADE HOME OR THE QUALITY OF WORKMANSHIP ON ANY PARADE HOME.

BUILDER / REMODELER SIGNATURE: _____ DATE: ____/____/2023

COMPANY NAME: _____

ADDRESS: _____ CITY: _____ ZIP: _____

PHONE (____) _____ E-MAIL: _____

CELL (____) _____ WEBSITE: _____

A COPY OF YOUR CONTRACT WILL BE SENT TO YOU AFTER YOUR ENTRY IS APPROVED AS COMPLETE AND ACCEPTED BY THE PARADE OF HOMES COMMITTEE.

COMMITTEE SIGNATURE: _____ DATE: ____/____/____



2023 Parade Contract ENTRY INFORMATION

Builder/Remodeler: _____

Street Address of Entry: _____

City: _____ Phone: _____

Subdivision Name _____

Style of Home _____ # Bedrooms: _____ # Baths: _____

Sq. Ft. Living Space Excluding Basement: _____ Sq. Ft. – Basement: _____ Is it finished? _____ Total Finished Living

Space: _____ Sq. Ft. Garage: _____ Car

Please mark next to the appropriate home entry description:

- New, never occupied single family home (pre-sold)
- New, never occupied single family home (spec FOR SALE)
- New, occupied single-family home (entire home open) (Certificate of Occupancy granted after July 28, 2019)
- Remodel Project on residential dwelling (entire home)
- Remodel Project on residential dwelling (specify open areas)
- Multi-Family Residential Dwelling

FRONT ELEVATION/PHOTO OF PROJECT & DESCRIPTION

The Builder/Remodeler is responsible for providing a high resolution (300dpi) PHOTO OR FRONT ELEVATION of the entry to be published in the 2023 Parade of Homes publication. PHOTO/ELEVATION IMAGE to be a digital image of a minimum of 300 DPI at a minimum size of 5" x 7". Please send image to EO@HBAJMI.COM Please be sure to put "Parade of Homes Front" in the subject line of your email.

HOME DESCRIPTION/SPECIAL FEATURES:

Limit to 200 words or less, and type or print all information. Space is limited, so please respect this limit. If your entry is for sale and you want that indicated in the tour guide, please include the price within your description.

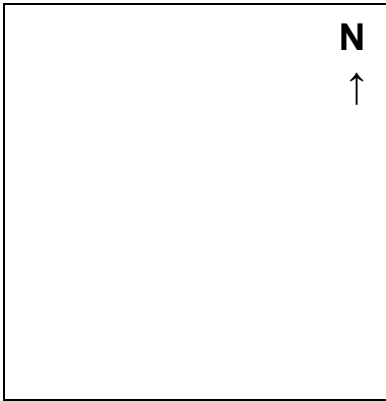
HBAJ Staff Use Only

- Entry Fee \$ _____
- Check # _____
- Contract with Rules & Signatures
- Front Elevation/Photo/Description
- Map & Builder Information
- Entry Info/Homeowner Release
- Timetable & Ticket Information
- Release to Reproduce Copyright Materials
- Builder License Copy
- Certificate of Occupancy (Due to HBAJ by 12:00pm JULY 13, 2023)
- Insurance Certificate(s) – General Liability Workers Comp.

I understand that the front elevation/photo and the project description I have provided (included, attached to this page or emailed) are exactly what will be printed in the Parade of Homes publication. I am also confirming, by my signature below, that I have permission to use the photo or drawing submitted above.

Builder/Remodeler Signature: _____ Date: ____/____/____

MAP & BUILDER INFORMATION TO BE USED IN PUBLICATION



Please send a Google Maps image and trace the route to your Parade Entry with North facing up. This map will be used to create a map to your entry for your builder page. Please email your map in pdf or jpeg format to EO@HBAJMI.COM. Please put "Parade of Homes MAP" in the subject line of your email.

Include any special notes or directions here: -

Builder Information -- As you want it printed in the Parade Publication (If you do not want some portion of the info below printed in the magazine, do not fill it in.)

Company Name: _____

Address: _____ City: _____ Zip: _____

Phone: (____) _____ E-mail: _____

Cell: (____) _____ Website URL: _____

LOGO – If you want your company logo printed in the publication, please check this box.

Please email your high resolution logo (pdf or jpeg format) to EO@HBAJMI.COM and be sure to include "Parade of Homes LOGO" in the subject line of your email.

I understand that the map and builder information provided above is exactly what will be printed in the 2023 Parade of Homes publication and/or used for website content.

Builder/Remodeler Signature: _____ Date: ____/____/____

HOMEOWNER CONTRACT: VIRTUAL & IN-PERSON PARADE ENTRY

HOMEOWNER(S) SIGNATURE REQUIREMENT *appropriate space below.*

IN PERSON ENTRY: I hereby agree to allow my home to be entered in the 2023 Full Parade of Homes. (Traditional & Virtual) I understand that my home (or designated areas of it) will be open to the general public the following dates and hours: Friday, JULY 28, 2023 5:00PM-9:00PM, Saturday, JULY 29, 2023 12:00PM-6:00PM, Sunday, JULY 30, 2023 12:00PM-6:00PM. And /or will be included on the Parade of Homes website with a Virtual Tour.

I/We will permit the Builder/Remodeler listed above to be in charge of my/our home during these hours. I/We will entrust him/her to provide adequate staff and management for the Parade to ensure that at no time will any members of the general public be left unsupervised in any area of my house and/or property. Liability insurance coverage will be provided by the Builder/Remodeler. By signing below, the Homeowner(s) hereby releases, and agrees to indemnify, the HBAJ of, and from, any liability for any damage, loss, or injury to any person or property during the Parade of Homes event, from any cause whatsoever.

Signature of Homeowner(s): _____ Date: ____/____/____

Address of Parade Entry: _____ City/Zip: _____

Builder/Remodeler Signature: _____ Date: ____/____/____

I/we, _____, hereafter called Homeowner, hereby agree to allow my home to be entered in the 2023 Parade of Homes by _____ (participant company name).

IN PERSON ENTRY AND/OR VIRTUAL: CHECK ONE:

- Virtual:** I understand my home will be included as a Conceptual Remodel/Build and will **NOT** be open during the Parade of Homes.
- In-Person:** I understand my home will be included as a Conceptual Remodel/build AND **WILL** be open during the Parade of Homes

I verify that my remodeling project or home construction was completed within the last 48 months and is the work of the participant noted above. I have read the participant's contract with the Home Builders Association of Jackson (HBAJ) and understand the responsibilities and obligations of the participant. Homeowner has also read this entire agreement and agrees as follows:

1. Homeowners are the sole owners of the home and have full authority to enter into this agreement.
2. Homeowners understand that they are contracted with the participant and not with the HBAJ and that participant is only a limited licensee authorized to use the phrases HBA of Jackson and Parade of Homes and that the Homeowner has no right to use said phrases as they are protected by State and Federal law.
3. Homeowner releases and forever discharges the HBAJ from any and all actions, causes of actions, claims and demands for, upon or by reason of any damage, loss or injury, which heretofore have been or which hereafter may be sustained by Homeowner as a result of participation in the Parade and that participant is solely and exclusively responsible for any damages of any type or nature resulting from participation in the Parade and fully and completely holds HBAJ harmless for any claims brought by any third parties resulting from participation in the Parade.
4. This agreement and the release provision extends and applies to, and also covers and includes, all issues of any and all types of nature and damages, loss and liability, and the consequences thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local or territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries or damages, which are unknown or unsuspected to exist at the time, to the person executing such release, are hereby expressly waived.

Owner Signature: _____ Date: ____/____/____

Address: _____

Phone: _____ Email: _____

TICKET DISTRIBUTION

Participating Builders/Remodelers will receive 20 complimentary admission tickets for each entry. Builders/Remodelers may also submit the names and addresses of neighbors of each Parade entry. The deadline for submission of this list is Thursday, JULY 6, 2023. The HBAJ will send out a letter with complimentary tickets to the Parade neighbors.

Members of the HBAJ will each receive 2 complimentary admission tickets.

Parade Sponsors will receive complimentary tickets according to what is written in their sponsorship contracts. Members who purchase other ads in the Parade of Homes publication will receive comp. tickets according to the size of their ads.

Township/village inspection departments will receive 10 complimentary admission tickets upon request.

It is the responsibility of anyone listed above to pick up their complimentary tickets at the HBAJ office JULY 6, 2023.

TICKET SALES

All Participating Builders/ Remodelers will receive a supply of tickets to sell at the door. Advance ticket sales will be done through the office. All monies collected from ticket sales and unsold tickets to be returned no later than Wednesday August 2, 2023.

Builder/Remodeler Signature:

Date ____ / ____ / ____





TIMETABLE & TICKET INFO

May 25, 2023 - Thursday	FINAL ENTRY DEADLINE (See Section 2 of Contract for entry fee)
May 25, 2023 - Thursday	DEADLINE to have all information submitted for your Parade Entry's section of the Parade publication
JUNE 6, 2023 – Tuesday	DEADLINE to withdraw your entry from the Parade and be eligible for a \$300 refund of your entry fee (see Contract for details).
JULY 6, 2023 – Thursday	Builder to pick up complimentary tickets.
JULY 6, 2023 – Thursday	DEADLINE to submit list of Parade neighbors so the HBAJ can mail them a letter explaining the Parade is coming to their neighborhood and complimentary tickets to the Parade.
JULY 13, 2023 – Thursday	Certificate of Occupancy Due for all entries – Email to EO@HBJMI.COM
June 27, 2023 – Tuesday	HOME MUST BE COMPLETE FOR VIDEOGRAPHER TO FILM FOR VIRTUAL TOUR
JULY 28, 2023 – Friday	PARADE ENTRIES OPEN from 5:00-9:00PM
JULY 29, 2023 – Saturday	PARADE ENTRIES OPEN from NOON-6:00PM
JULY 30, 2023 – Sunday	PARADE ENTRIES OPEN from NOON-6:00PM
AUGUST 2, 2023 – Wednesday	DEADLINE for Builders/Remodelers to return all signs to the HBAJ. Unsold tickets and money from tickets sold to the HBAJ office by Noon.