

LANDSCAPE & OUTDOOR LIVING TOUR



***It's Time for the First Annual Landscape & Outdoor Living Tour!!!
Get those entries in!!!***

The Landscape & Outdoor Living Tour (LOLT) will be held Saturday, June 9th and Sunday, June 10th from 12 PM until 5 PM each day. This Tour is the first in the "Summer Living Series" that will also include the Grand Tour of Homes in July and the Tour of Remodeled Homes in August!

This is an excellent opportunity to showcase the abilities of your company.

Attached please find the following items:

1. Rules & Regulations/Entry Form
2. Salute to the Stars Entry Form
3. Payment Form
4. Homeowner Waiver Form
5. Timeline & Deadline Sheet

Entry deadline is Friday, April 27 (Homeowner waiver, certificate of insurance, and the payment, are **all** due at this time).

Project listings are ordered in all LOLT promotion based on the order in which the completed application is received. COMPLETED = Entry form, homeowner waiver, certificate of insurance, and payment must be turned into the BIA Central Kentucky office!

~~PLAN BOOK INFORMATION REQUEST – IMPORTANT – PLEASE READ!~~

AFTER YOUR ENTRY FORM HAS BEEN RECEIVED, BIA CENTRAL KY WILL EMAIL A LINK REQUESTING THAT YOU COMPLETE AN ELECTRONIC FORM TO PROVIDE YOUR PROJECT INFORMATION FOR THE OFFICIAL PLAN BOOK. For timely printing of the plan book, all information requested must be submitted by **Friday, May 4th** electronically via **THIS LINK**. **Project information requested will include:** 1. Address 2. Description 3. Project Type 4. Directions 5. Number of Directional Signs Required

Sponsorship and Advertising information are available by contacting Sandy Beck at 859-273-5117 x30.



**3146 Custer Drive | Lexington, KY 40517
P. 859-273-5117 | F. 859-271-0291**

THE BUILDING INDUSTRY ASSOCIATION OF CENTRAL KENTUCKY
2018 LANDSCAPE & OUTDOOR LIVING TOUR
JUNE 9 & 10, 2018
12 - 5 PM

AGREEMENT RULES AND REGULATIONS

ENTRY FEE STRUCTURE – Entry Form with Deposit Due April 27, 2018 (Balance Due Wednesday, May 9th)

First-Time Participate	All Other Participants
1 st Entry - \$1150	1 st Entry - \$1350
2 nd Entry - \$950	2 nd Entry - \$1150
3 rd Entry - \$700	3 rd Entry - \$900

TOTAL ENTRY FEES: \$_____ 50% (Deposit) DUE WITH CONTRACT. *Balance due by **May 9, 2018** prior to media advertising. NO CANCELLATIONS ACCEPTED* (Please use payment form on page 4)

RULES AND REGULATIONS

WHEREAS, the success of the Landscape & Outdoor Living Tour depends upon the cooperation of all participants to put their best foot forward, it is agreed between the undersigned and the Building Industry Association of Central Kentucky that these RULES AND REGULATIONS shall be adhered to:

1. Each participant shall be a Builder / Remodeler / Associate Member *of the Building Industry Association of Central Kentucky*, in good standing 30 days prior to entry deadline for the Landscape & Outdoor Living Tour. If the membership is set to expire prior to the Tour date, it must be renewed prior to the entry deadline in order to be eligible for the tour.
2. During the 2018 LANDSCAPE & OUTDOOR LIVING TOUR, participants shall have their entries open at the established hours and have a representative on duty during event hours.
3. Each participant will be permitted to purchase advertising space in the publication promoting the Tour.
4. Failure to comply with the Rules and Regulations and Agreement subjects the Builder / Remodeler / Associate to forfeiture of all privileges set forth and no refund will be given.

AGREEMENT

THIS AGREEMENT is between the Building Industry Association of Central Kentucky (BIA)
and _____ Builder / Remodeler / Associate Member.

BUILDER / REMODELER / ASSOCIATE / ASSOCIATE RESPONSIBILITIES:

1. Builder / Remodeler / Associate will have available for public viewing a landscape or outdoor living project at the following address(s). This information will be shown in the 2018 Landscape & Outdoor Living Tour promotion.

List Street Project Address(es) and Zip Code(s):

- a. _____
 - b. _____
2. **Builder / Remodeler / Associate will have project in totally finished condition** and ready for showing no later than one week prior to opening date.
 3. Builder / Remodeler / Associate will have project area open and will have area appropriately staffed (i.e. knowledgeable sales staff, etc.) during all event hours which are 12 – 5 PM on June 9 & 10.

4. The Builder / Remodeler / Associate is responsible for security at the home.
5. The Builder / Remodeler / Associate will be responsible for the placement of directional signs (provided by the BIA) and other identifications and same shall be removed and returned to the BIA office within two (2) days of the conclusion of the event.
6. Builder / Remodeler / Associate shall furnish by **April 27th** satisfactory evidence of **public liability insurance**, including a copy of an endorsement adding the Building Industry Association of Central KY (3146 Custer Drive, Lexington, KY 40517) as an additional insured.
7. Builder / Remodeler / Associate shall provide the **Release, Waiver, and Indemnity Agreement** signed by the homeowner to the BIA office by **April 27th**
8. Builder / Remodeler / Associate agrees all commitments, entry fees (deposit) shall be received in the BIA office no later than **April 27th**.
9. Builder / Remodeler / Associate agrees to provide project information and directions to the BIA Central Kentucky's office via Google Doc (link provided by BIA) no later than **May 4th**.
10. Builder / Remodeler / Associate agrees to sell each tour attendee an admission ticket good for all projects on both TOUR days.
11. The Builder / Remodeler / Associate agrees to collect ticket sales (cash only) and return it along with any/all coupons to the BIA office within two (2) days after the event ends.
12. The Builder / Remodeler / Associate agrees to have a container available at the ticket table to collect People's Choice votes.
13. The Builder / Remodeler / Associate agrees that failure to comply with any of the stated agreement subjects said Builder / Remodeler / Associate to forfeiture of all privileges set forth and forfeiture of all fees paid.

THE BIA AGREES:

1. To provide advertising and promotional efforts.
2. To provide sponsor signs, on-site identification for each house, and directional signs (to be placed by Builder / Remodeler / Associate).
3. To provide a one-page Project Entry Description in the Landscape & Outdoor Living Tour Plan Book.
4. To provide a professional photo shoot after project completion (**Week of May 14, 2018**) to be used in the Plan Book.
5. To provide a listing of each entry on *biacentralky.com*; listing may include project photo.
6. To provide Landscape & Outdoor Living Tour Plan Books for distribution to attendees by the Builder / Remodeler / Associate (to be picked up by Builder / Remodeler / Associate from the BIA office. The number of plan books received will depend on project type and location.
7. To provide one (1) event banner to be displayed in the front yard of each project on the tour.
8. To provide one (1) Sponsor Board that includes all sponsors listings. This **MUST** be displayed at each project!
9. To provide 10 complimentary tickets to be given away to friends, family, vendors, clients, etc. Additional tickets may be purchased for \$5 (Ticket Value=\$10).
10. To provide promotion of the 2018 Landscape & Outdoor Living Tour beginning on **May 9, 2018**. If conditions beyond BIA's control compel a change in dates or cancellation of the promotion, Builder / Remodeler / Associate agrees to hold BIA harmless for such.

Builder / Remodeler / Associate Name

Builder / Remodeler / Associate Company Name

By (Signature)

Email Address

Address

City

State

Zip Code

Office Phone Number

Cell Phone Number

Website

Date

PLEASE SIGN & RETURN ENTRY FORM AND FEE TO BIA CENTRAL KENTUCKY
3146 CUSTER DRIVE, LEXINGTON, KY 40517
BY **April 27, 2018**



2018 LANDSCAPE & OUTDOOR LIVING TOUR

Salute to the Stars Entry Option

Salute to the Stars is the BIA of Central Kentucky's annual awards program (held in November) that recognizes those members who have helped shape the BIA into the association that it is today by inducting those individuals into the BIA Central Kentucky Hall of Fame, as well as recognizing one Builder, Remodeler, and Associate member for their outstanding service to the Association.

During the evening we will also bestow honors to award-winning remodeling and new home construction, landscape, and outdoor living projects, as well as associates and realtors who go above and beyond all year long!

If you would like to submit a Landscape & Outdoor Living Tour project for Salute to the Stars award consideration, please select the appropriate category below and add the corresponding amount to the payment form on page 4.

First Salute to the Stars Entry: \$80
Additional Salute to the Stars Entries: \$65 each

X	Landscape/Outdoor Living Project Categories	Project Address (City, State, Zip)	\$
	Best Overall Outdoor Living Project Under \$25k		
	Best Overall Outdoor Living Project \$26k-\$50k		
	Best Overall Outdoor Living Project \$51-\$75k		
	Best Overall Outdoor Living Project \$76k-\$100k		
	Best Overall Outdoor Living Project Over \$100k		
TOTAL (add entry fee to appropriate box on page 4)			\$

Contact Name: _____ **Company Name:** _____

Cell Phone Number: _____ **Email Address:** _____

- **Projects are judged on the basis of difficulty, craftsmanship, attention to detail and execution.**
- **Materials Required for Submission**
 - Project Plan (Before & After Recommended)
 - (5-10) Professional Quality "Before" Pictures
 - (5-10) Professional Quality "After" Pictures
 - Short Written Description of the Design
 - Problem or Criterion and the Solution
- **Judging Criteria**
 - Layout and Flow of Plan
 - Efficient Use of Space
 - Craftsmanship of Interior and/or Exterior Features
 - Special Design Features
 - Successful Blending with Existing Structure



2018 LANDSCAPE & OUTDOOR LIVING TOUR RELEASE, WAIVER AND INDEMNITY AGREEMENT

(Due with entry form by Friday, April 27)

The _____ (Builder/Remodeler/Associate) assumes full responsibility for any and all risks of bodily injury, death, property damages or theft occurring on the Homeowner's property located at the following address

_____ during the 2018 Landscape & Outdoor Living Tour to be held **June 9th & 10th**, whether due to the negligence of any person or due to any cause whatsoever except for the gross negligence of the Homeowner.

The Builder/Remodeler shall furnish, by **April 27th**, satisfactory evidence of public liability insurance and include a copy of an endorsement adding the Association as additionally insured.

For valuable consideration, the Homeowner and the Builder / Remodeler / Associate release and discharge the Association from any claim or causes of action arising on account of injury to the Homeowner's person or property or theft thereof.

The Homeowner and the Builder / Remodeler / Associate expressly agree that this Release, Waiver and Indemnity Agreement is intended to be broad and inclusive. The validity, illegality or unenforceability of any provision of this agreement shall not affect any other provision hereof.

The Homeowner, Builder / Remodeler / Associate and Association acknowledge that he, she or it has read and understands the Release, Waiver and Indemnity contained in this Agreement.

IN WITNESS WHEREOF, the Association, Homeowner and Builder / Remodeler / Associate have signed this Agreement as of the date set forth below.

HOMEOWNER: _____

Date: _____

BUILDER/REMODELER: _____

Date: _____

Building Industry Association of Central Kentucky – Landscape & Outdoor Living Tour Chairman

BY: _____ Chairman

DATE: _____



2018 LANDSCAPE & OUTDOOR LIVING TOUR TIMELINE & DEADLINE CHECKLIST

- ☐ **April 27, 2018** Registration Deadline (50% Deposit due with entry form)
- ☐ **April 27, 2018** Provide Certificate of Insurance (naming BIA Central KY as additional insured)
- ☐ **April 27, 2018** Return Homeowner Waiver with entry form
- ☐ **April 30, 2018** BIA to Email Google Doc Link to Entrants to provide project description and signage requirements
- ☐ **May 1, 2018** Plan Book Ad Space Reservation Deadline
- ☐ **May 4, 2018** Builder/Remodeler to provide project info to BIA via Google Doc link
- ☐ **May 8, 2018** Plan Book Camera-ready Ad Artwork Due to BIA Central KY office
- ☐ **May 9, 2018** Final Payment Due
- ☐ **May 14-18, 2018** Project after photos scheduled with the BIA photographer, Mark Mahan
- ☐ **May 18, 2018** Deadline for electronic submission of Plan Book Items
 - Photos for Guidebook (1 Before / 1 After)*
 - Company Logo*
- ☐ **June 1-8, 2018** Ten complimentary tickets are available for pick up at the BIA Office
- ☐ **June 8, 2018** Participant Orientation and Sign & Guidebook pick up at the BIA Office
- ☐ **June 9 & 10** **Landscape & Outdoor Living Tour-Projects open for viewing (Noon-5 pm)**
- ☐ **June 12, 2018** Return all banners and signs to the BIA office (the banners and directional signs/arrows will be re-used next year)

***Before & After photos for guidebook and remodeler logos MUST be high resolution files.**