



3146 Custer Drive | Lexington, KY 40517  
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## Memorandum

**To:** Builder / Remodeler Members of the BIA Central KY Remodelers Council  
**From:** Trent Winfree, 2018 Tour of Remodeled Homes Chair  
**Date:** May 29, 2018  
**Re:** 2018 Tour of Remodeled Homes – August 25 & 26

### ***It's Time for the Annual Tour of Remodeled Homes!! Get those entries in!!!***

This year's Tour of Remodeled Homes will be held Saturday, August 25<sup>th</sup> and Sunday, August 26<sup>th</sup> from 12 PM until 5 PM each day.

This is an excellent opportunity to showcase the abilities of your company. Participants last year reported that approximately 900 individuals visited their projects during the tour.

Attached please find the following items:

1. Entry Form
2. Rules & Regulations
3. Homeowner Waiver Form
4. Timeline & Deadline Sheet

**Entry deadline is Friday, July 6** (Homeowner waiver, certificate of insurance, and the payment, are **all** due at this time).

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

#### **~~PLAN BOOK INFORMATION – IMPORTANT – PLEASE READ!~~**

AFTER YOUR ENTRY FORM HAS BEEN RECEIVED, BIA CENTRAL KY WILL EMAIL YOU A LINK REQUESTING THAT YOU COMPLETE AN ELECTRONIC FORM TO PROVIDE YOUR PROJECT INFORMATION FOR THE PLAN BOOK. For timely printing of the plan book, all information requested must be submitted by **July 18<sup>th</sup>** electronically via THIS LINK. **Project information requested will include:** 1. Address 2. Description 3. Project Type 4. Directions 5. Number of Directional Signs Required

*Interested in being an event sponsor? Contact Sandy Beck at 859-273-5117 x30.*

Sincerely,

Trent Winfree  
Square Foot Construction – 2018 Tour of Remodeled Homes Chair

**THE BUILDING INDUSTRY ASSOCIATION OF CENTRAL KY REMODELERS COUNCIL**  
**2018 TOUR OF REMODELED HOMES**  
**AUGUST 25 & 26, 2018, 12 - 5 PM**

**REMODELER AGREEMENT RULES  
AND REGULATIONS**

**ENTRY FEE STRUCTURE** – Entry Form with Deposit Due July 6, 2018

<b>First-Time Participant</b>	<b>All Other Participants</b>
1 <sup>st</sup> Entry - \$1150	1 <sup>st</sup> Entry - \$1350
2 <sup>nd</sup> Entry - \$950	2 <sup>nd</sup> Entry - \$1150
3 <sup>rd</sup> Entry - \$700	3 <sup>rd</sup> Entry - \$1000

TOTAL ENTRY FEES: \$ \_\_\_\_\_ 50% DUE WITH CONTRACT. \*Balance due by **July 26, 2018** prior to media advertising. NO CANCELLATIONS ACCEPTED\* (Please use payment form on page 5)

**RULES AND REGULATIONS**

WHEREAS, the success of the Tour of Remodeled Homes 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's REMODELERS COUNCIL that these RULES AND REGULATIONS shall be adhered to:

1. Each participant shall be a Builder / Remodeler Member *of the Building Industry Association's Remodelers Council*, in good standing 30 days prior to entry deadline for the Tour of Remodeled Homes. If either 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. All entries received will be reviewed by the Tour of Remodeled Homes Committee.
3. During the 2018 TOUR OF REMODELED HOMES, participants shall have their entries open at the established hours and have a representative on duty during display hours.
4. Each participant will be permitted to purchase advertising space in the publication promoting the Tour.
5. Failure to comply with the Rules and Regulations and Agreement subjects the Builder / Remodeler 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) Remodelers Council ("Council") and \_\_\_\_\_ Builder / Remodeler Member of the Council.

**BUILDER / REMODELER RESPONSIBILITIES:**

1. Builder / Remodeler will have available a remodeled home(s) at the following address(s) to be shown in the 2018 Tour of Remodeled Homes promotion. Please list street address and zip code:
  - A. \_\_\_\_\_
  - B. \_\_\_\_\_
  - C. \_\_\_\_\_
2. **Builder / Remodeler will have home(s) in totally finished condition (interior furnishings optional) interior trim, floor coverings**, cabinets, light fixtures, plumbing fixtures, thoroughly cleaned, etc. Exterior trim finished and painted, walks, yard graded and sodded (or straw covered), all trash cleaned from around the home ready for showing no later than one week prior to opening date. The above is applicable to the remodeled project.
3. Builder / Remodeler will hold home(s) open and will have home(s) appropriately staffed (i.e. knowledgeable sales staff, etc.) during all show hours which are 12 – 5 PM.

4. Builder / Remodeler is responsible for security at the home. The Builder / Remodeler 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 promotion.
5. Builder / Remodeler shall furnish by **July 6<sup>th</sup>**, satisfactory evidence of public liability insurance, including a copy of an endorsement adding the Building Industry Association of Central Kentucky (3146 Custer Drive, Lexington, KY 40517) as an additional insured.
6. Builder / Remodeler agrees all commitments, entry fees, plans, directions, and other pertinent information shall be received in the BIA Central Kentucky's office no later than **July 6, 2018**.
7. Builder / Remodeler agrees to sell each tour attendee an admission ticket good for all projects both days.
8. Builder / Remodeler agrees to collect cash and return it along with any/all coupons to the BIA office within two (2) days after the event ends.
9. Builder / Remodeler agrees that failure to comply with any of the stated agreement subjects said Builder / Remodeler to forfeiture of all privileges set forth and forfeiture of all fees paid.

**THE COUNCIL 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).
3. To provide a one-page Project Entry Description in the Tour of Remodeled Homes Plan Book.
4. To provide a professional photo shoot after project completion (**By: July 27, 2018**) to be used in the Plan Book.
5. To provide a listing of entry on My Home Found Digital Map and on *biacentralky.com*; listing can include video of project, still photo slide show of project, direct link to your website, contact information, short project description, and turn by turn directions; *all content for this map must be provided by the Builder / Remodeler*.
6. To provide Tour of Remodeled Homes Plan Books for distribution by the Builder / Remodeler (to be picked up by Builder / Remodeler from the Council office, number of plan books to be determined at a later date).
7. To provide one event banner which shall be displayed at 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. Dates of the 2018 Tour of Remodeled Homes promotion are **August 1- 27, 2018**. If conditions beyond the Council's control compel a change in dates or cancellation of the promotion, Builder / Remodeler agrees to hold Council harmless for such.

\_\_\_\_\_  
Builder / Remodeler Name

\_\_\_\_\_  
Builder / Remodeler 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 KY REMODELERS COUNCIL  
3146 CUSTER DRIVE, LEXINGTON, KY 40517 BY **July 6, 2018**



## 2018 TOUR OF REMODELED HOMES Salute to the Stars Entry Option

*Salute to the Stars is the BIA Central KY'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 KY 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 projects, as well as associates and realtors who go above and beyond all year long!*

*If you would like to submit a Tour of Remodeled Homes 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	Remodeling Project Categories	Project Address (City, State, Zip)	\$
	Best Kitchen Remodel \$0-\$50k		
	Best Kitchen Remodel \$50k-\$100k		
	Best Kitchen Remodel \$100k +		
	Best Bathroom Remodel \$0-\$25k		
	Best Bathroom Remodel \$25k-\$50k		
	Best Bathroom Remodel \$50k +		
	Best Home Addition \$0-\$100k		
	Best Home Addition \$100k-\$250k		
	Best Home Addition \$250k +		
	Best Whole House Renovation Under \$250k		
	Best Whole House Renovation \$250k-\$500k		
	Best Whole House Renovation \$500k +		
<b>TOTAL</b> (add entry fee to appropriate box on page 4)			\$

**Contact Name:** \_\_\_\_\_ **Company Name:** \_\_\_\_\_

**Cell Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

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|---|--|
| <ul style="list-style-type: none"> <li>• <b>Materials Required for Submission</b> <ul style="list-style-type: none"> <li>○ Floor Plan (Before &amp; After Recommended)</li> <li>○ (5-10) Professional Quality "Before" Pictures</li> <li>○ (5-10) Professional Quality "After" Pictures</li> <li>○ Short Written Description of the Design Problem or Criterion and the Solution</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• <b>Judging Criteria</b> <ul style="list-style-type: none"> <li>○ Layout and Flow of Floor Plan</li> <li>○ Efficient Use of Space</li> <li>○ Craftsmanship of Interior and/or Exterior Features</li> <li>○ Special Design Features</li> <li>○ Successful Blending with Existing Structure</li> </ul> </li> </ul> |
|---|--|



## Tour of Remodeled Homes Entries

**Additional Event Tickets** (Each remodeler receives 10 complimentary tickets to give away)  
Additional tickets may be purchased for \$5.00 each – Actual Ticket value = \$10)

**Salute to the Stars Entries – Fee (\$)** from Page Four

### Advertising— For Plan Book or Upgraded Advertising Packages

**GRAND TOTAL**

5

**Tour of Remodeled Homes Entry Payment Information:**

☐ **50% Deposit – Due by 7/6/18 (Balance is due 7/26/18)**      ☐ **Regular Payment in Full**

**Billing Address:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Street Address City State Zip



## **2018 TOUR OF REMODELED HOMES RELEASE, WAIVER AND INDEMNITY AGREEMENT**

The \_\_\_\_\_ (Builder/Remodeler) 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 Tour of Remodeled Homes to be held **August 25<sup>th</sup> & 26<sup>th</sup>**, 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 **July 6<sup>th</sup>**, 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 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 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 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 have signed this Agreement as of the date set forth below.

**HOMEOWNER:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**BUILDER/REMODELER:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Building Industry Association of Central Kentucky – Tour of Remodeled Homes Chairman**

**BY:** \_\_\_\_\_ Chairman

**DATE:** \_\_\_\_\_



## 2018 TOUR OF REMODELED HOMES TIMELINE & DEADLINE CHECKLIST

- ☐ **July 6, 2018** Registration deadline (50% Deposit due with entry form)
- ☐ **July 6, 2018** Provide BIA Certificate of Insurance (naming BIA Central KY as additional insured)
- ☐ **July 6, 2018** Return Homeowner Waiver with entry form
- ☐ **July 10, 2018** BIA to email Google Doc Link to builders to complete Plan Book Entry Form
- ☐ **July 16, 2018** Plan Book advertisement space reservation deadline
- ☐ **July 18, 2018** Remodeler to provide project info to BIA via Google Doc link
- ☐ **July 21, 2018** Deadline for electronic submission of Plan Book items
  - Photos for Guidebook (1 Before / 1 After)\*
  - Photos for Online Map & Mobile App (Up to 6 photos)
  - Remodeler Logo\*
- ☐ **July 23, 2018** Plan Book camera-ready ad artwork due to BIA Central KY office
- ☐ **July 23-27, 2018** Project **after photos** scheduled with the BIA photographer, Mark Mahan
- ☐ **July 26, 2018** Final Payment Due
- ☐ **August 20-24, 2018** Ten complimentary tickets are available for pick up at the BIA Office
- ☐ **August 24, 2018** Participant Orientation and sign & guidebook pick up at the BIA Office
- ☐ **August 25 & 26** **Tour of Remodeled Homes open for viewing (Noon-5 pm)**
- ☐ **August 28, 2018** **Return all banners and signs to the BIA Office** (these will be reused next year)

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