



2024 Parade of Homes Entry Packet

By May 17

Entry packet due

\$1,100 per home; payment and all five pages in this packet due

Week of May 20

Exterior photos (see Page 5 for more information)

June 20-21

Signage & Ticket Pick Up at the HBA Office

June 22-23 and June 29-30

Parade homes open 1-5 pm

(See page 5 for information about opening one weekend only)

by July 2 at 2 pm

Signage & Tickets due back at HBA Office

Page 1 – Contract #1



Home Builders Association of Northwest Louisiana 2024 Parade of Homes Participation Agreement

HBA Member Company _____

Representative _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____

Entry Fee: \$1,100 x _____ (number of homes) = **TOTAL ENTRY FEE \$** _____

The above rates are only available to current HBA of NW LA members.

Each home's fee includes a \$100 deposit that will be refunded with the timely return of all signs and a balanced moneybag.

The undersigned does hereby agree to indemnify and hold harmless the HBA for any and all claims, suits, and/or causes of action that may arise from, out of, and/or connected with the undersigned's participation in the Parade of Homes, and furthermore, agrees to release the HBA from any claims of subrogation against said HBA for any and all claims that may arise in and out of the HBA's 2024 Parade of Homes. The signature below indicates acceptance of all rules, terms, conditions, and policies set forth for this event.

Builder Signature _____ Date _____

Your initials are required as indicated on Page 2 of this contract.

HBA Executive Officer _____ Date _____

**Complete, sign, and return
with payment to:**

**Home Builders Association
of Northwest Louisiana
2038 East 70th Street
Shreveport, LA 71105**

☐ Check Enclosed

☐ Charge my card

Name on Card _____

Card # _____

Exp. Date _____ Security Code _____

A 3.5% convenience fee will be adding to all credit card payments.

Page 2 – Contract #2

TERMS & CONDITIONS: When signed by an authorized representative, this Agreement indicated that the Company has read the Terms and Conditions and agrees to be bound by them. The Home Builders Association of Northwest Louisiana reserves all rights to final and binding interpretations of this Agreement. During parade hours, it is the responsibility of each Builder to keep his home staffed with persons properly attired and knowledgeable about the home on display as well as the policies of the Home Builders Association of Northwest Louisiana. The Home Builders Association of Northwest Louisiana reserves the right to modify, curtail or terminate any home which reflects unfavorably on the Home Builders Association of Northwest Louisiana, the character of the Parade or which offends the community. These rights extend to advertising materials, literature, souvenirs, and novelties placed in the homes. Should such action be taken against a Builder, no refund of any kind shall be made.

1) I agree to protect, indemnify and hold harmless the HBA, the Committee, the officers, directors, agents and employees from and against any loss, claim or damage sustained by said parties as a result of personal injury cause to any person by any defect or dangerous condition in the Parade house or site.

Initials _____

2) I agree to provide the Committee the official listing of my parade house(s). Only one featured home promoted in official publication per entry fee.

Initials _____

3) My Parade home must be completed and ready for inspection by noon, June 18, 2024. The Committee reserves the right to exclude my home from the Parade and I understand that no refunds will be issued. No Exceptions.

Initials _____

4) If my house is inspected and deemed incomplete, I will ensure that this house will not be open to the public for any reason during Parade hours. FAILURE TO COMPLY COULD RESULT IN THE SUSPENSION OF MY HBA MEMBERSHIP AND/OR JEOPARDIZE THE ELIGIBILITY OF ANY FUTURE PARADE OF HOMES ENTRIES.

Initials _____

5) I agree to furnish the HBA with a certificate of General Liability insurance with this signed contract.

Initials _____

6) Prior to the Parade dates and after inspection of my house, I will receive an "Official Parade House" sign along with directional signs leading to the site. I further agree to place any additional signs as required by the HBA.

Initials _____

7) I agree to open my house for public viewing each Saturday and Sunday from 1 p.m. to 5 p.m., or hours fixed by the Committee, with my official representative or myself in attendance. I understand that the Parade is a public event and that no one can be denied entrance to the Parade of Homes due to personal animosity or discriminatory reasons. I further agree to not perform or cause to be performed any act which would tend to reflect on or bring into disrepute any part of the home building industry served by this Association.

Initials _____

8) If my home is occupied, I agree to provide a signed Homeowners Agreement by May 17, 2024.

Initials _____

9) Any builder who enters a house before the deadline, and subsequently sells the house, may substitute another house in its place under the following conditions: a) All terms of this agreement have been met; b) The substitute house can be completed in time for the Parade; c) The builder must request this house substitution in writing to the Committee.

Initials _____

10) If a parade house is sold and no substitute provided, one-half of the entry fee may be refunded prior to 3 pm, May 17, 2024. No refunds will be issued after that date.

Initials _____

11) The HBA shall maintain editorial control over the use of the official Parade of Homes name.

Initials _____

12) I agree to support the admission charge of \$10.00.

Initials _____

13) I will not serve alcoholic beverages in my Parade home during published Parade hours.

Initials _____

14) My entry fee includes a \$100 deposit for signage and moneybag. This fee will be refunded upon the return of a balanced moneybag and all signs in good condition by 2 pm, July 2, 2024.

Initials _____

Signature _____

I have read and understand the information in this contract and I agree to abide by all terms and conditions.

Page 3 – Company Info Sheet

Company Name: _____

Phone Number: _____

Company Website: _____

Primary Parade Contact

Name: _____

Phone Number(s): _____

Email: _____

Others to Include in All Parade Correspondence

Name(s): _____

Phone Number(s): _____

Email(s): _____

Page 4 – Home Info Sheet #1

(If you have more than one Parade home, please make additional copies of Pages 4-5)

Parade Home Address: _____

Neighborhood: _____

City: _____ Zip Code: _____

NEW CONSTRUCTION

Price or Price Range of Featured Home: _____

Heated Sq. Ft.: _____ Bonus Room Sq. Ft.: _____

Bedrooms: _____ # Baths: _____

Will your home be staged or furnished for the Parade? _____

Is your home listed for sale? _____

If so, by whom? _____

REMODELED or OCCUPIED HOMES

Area(s) of the home to be shown: _____

Page 5 – Home Info Sheet #2

(If you have more than one Parade home, please make additional copies of Pages 4-5)

Your home's page will be customized with the elements you want!

Each Parade home page will include the following:

- ☒ Neighborhood, Address, and Parade Home #
- ☒ Company name, phone number, and website
- ☒ Large Color photograph of home's exterior - you may submit your own high-res photo or a professional photographer will take one the week of May 20th. A small amount of photoshopping (adding grass and landscaping, removing window stickers, etc.) can be done.

and 3 of the following 5 options (email to info@nwlahba.org by May 24th):

- ☐ Descriptive Paragraph
- ☐ List of home's amenities
- ☐ Small color photo (provided by the builder)
- ☐ Second small color photo (provided by the builder)
- ☐ Company logo

If we incur additional fees from the printer for late submissions or delayed proofing, we will pass those costs along to the builder.

Page 6 – Homeowners Agreement

(Only needed for occupied or remodeled homes)

Dear Homeowner:

On behalf of the Home Builders Association of Northwest Louisiana, we would like to thank you for agreeing to display your home in the 2024 Parade of Homes.

The Undersigned Homeowner Agrees to:

1. Make the home available during the entire event (from 1 pm to 5 pm Saturday and 1 pm to 5 pm on Sunday) and allow for any necessary time to set up before and clean up afterward.
2. Make every effort to present the project at its best during the weekend.
3. Allow photographs to be used for publicity by the Home Builders Association of Northwest Louisiana and/or the remodeler.
4. Allow for the display of additional signage in his/her home during the event.
5. Allow for inspection of property approximately 2 weeks prior to show to determine safety and completeness.
6. Hold blameless the Home Builders Association of Northwest Louisiana from any and all claims, which could result from the Homeowner's participation in this event.
7. Provide a copy of declarations page from current homeowners policy by May 17, 2024.

And the Builder / Remodeler agrees to:

1. Maintain adequate staffing throughout the event.
2. Make every effort to protect homeowner's property by sectioning off areas not being shown, protecting carpet and landscaping, etc.
3. Maintain liability insurance on the property during the entire event. A certificate of insurance to the prescribed limits will be kept on file at the offices of the Home Builders Association of Northwest Louisiana.

The home will be open (check one):

☐ June 22-23 ONLY

☐ June 29-30 ONLY

☐ June 22-23 AND June 29-30

Homeowner's Name(s): _____ and _____

Signature(s) _____ and _____

Address: _____ Phone: _____

Remodeler's Name: _____

Signature: _____

This agreement becomes part of the Parade of Homes entry documents and should be attached to the entry form to be kept on file at the Home Builders Association of Northwest Louisiana.