

**Bay Building Industries Association, Inc.**

**Presents**



**The 2023 Great American Home & Garden Expo**

**SPONSOR AGREEMENT**

**Bay Building Industries Association**

This is an agreement between the **Bay Building Industries Association** and the participants in the **2023 Great American Home & Garden Expo**, to be held **March 24th & 25th, 2023** at the **Bay County Fair Grounds**.

The Gold, Silver, Bronze, Copper, Banner and Media Sponsors will hereafter be referred to as **Sponsors**; the **Bay Building Industries Association as BBIA**; and the **Great American Home & Garden Expo as EXPO**.

**Levels of Sponsorship: 3-Gold, 4-Silver, 4-Bronze, 4-Copper, Unlimited-Banner**

Gold Sponsor	(3) \$2500 - Includes 3 Booths Spaces & All Media Advertising
Silver Sponsor	(4) \$1750 - Includes 2 Booths Space & Print Media Advertising
Bronze Sponsor	(4) \$1250 - Includes 1 Booth Space & Print Media Advertising
Copper Sponsor	(4) \$ 500 - No Booth. Print Media Advertising
Banner Sponsor	(Unlimited) \$250 - Banner Display in Fair Grounds

**GENERAL INFORMATION**

The EXPO consists of two days: Friday 3/24/2023 & Saturday 3/25/2023

The EXPO will be open to the general public; Friday from 9AM – 5PM and Saturday from 9AM – 5PM.

Set up time: Wednesday 3/22/2023 from 1PM – 5PM and Thursday 3/23/2023 from 8AM – 5PM.

Tear down time: is Saturday from 5PM – 8PM and Monday, 3/27/2023 from 8AM – Noon.

**NO TEAR DOWN PERMITTED UNTIL 5PM, MARCH 25, 2023.**

All materials and trash must be removed from your booth space. If any damage to the facility occurs within your booth space you WILL be charged for the repair and/or cleaning that is required.

There will be no admission fee.

The BBIA will make every effort to promote this event among the BBIA membership and the general public.

## **BOOTH INFORMATION**

Booth sizes are approximately 10' x 10', but may vary slightly.

The BBIA reserves the right to cancel the EXPO at any time. If the EXPO is cancelled, fees will be fully refunded.

BBIA will have each booth space marked and numbered. One 3' x 6' table and two chairs will be provided. Additional tables and chairs can be provided upon request, if available. Sponsor is responsible for any table coverings. Booth divider curtains are provided. NOTHING can be attached or anchored to the floor, walls, divider curtains or ceiling.

Electricity will be provided. The Sponsor is responsible for any electrical cords. Electrical cords must be in good repair. No damaged or tape repaired cords will be allowed. Cords may not extend across aisle ways. In the booth spaces they must be placed to avoid a tripping hazard. If audio or feature lighting is used in a booth space it may not distract an adjacent booth. No demonstrations will be allowed inside the facility that create noise or debris, i.e. wood chips and etc.

All items displayed at an exhibitor's booth must be available from that exhibitor. You are allowed to have vendors that you buy from display their products. **NO SUB-LETTING OF BOOTH SPACE TO A NON-ASSOCIATED VENDOR IS ALLOWED.**

## **ATTENDANCE**

The exhibitor's booth space **MUST** be manned at all times during the Friday & Saturday event times.

## **PARKING/UNLOADING/LOADING**

Exhibitors are to park on the south side of the building. The main parking lot will be for the public only.

## **SECURITY:**

The BBIA will not be responsible for any lost or stolen items during the duration of this event including setup and tear down. The BBIA will not be responsible for any damage which occurs during the duration of this event. Any damage caused or occurring within the exhibitors' booth will be their responsibility even if it of no fault of their own.

Exhibitors agree to adhere to the rules set forth in this contract by the BBIA.

This constitutes the whole of the agreement between the Sponsors and the Bay Building Industries Association.



## SPONSOR INFORMATION SHEET

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

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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Sponsorship Fee: \$ \_\_\_\_\_

Payment Type:     Check     Cash     Credit Card (Visa, MasterCard, AmEx)

Credit Card: \_\_\_ Visa \_\_\_ MasterCard \_\_\_ AmEx

Credit Card #: \_\_\_\_\_

Expiration: \_\_\_\_\_ CVC: \_\_\_\_\_ Zip Code (bill sent to): \_\_\_\_\_

Authorized Amount: \$ \_\_\_\_\_

Authorized By: \_\_\_\_\_