



# OFFICIAL ENTRY FORM

A separate form must be used for each home entered

## JUNE 8 - 16, 2019



The following are required at time of entry:

- \_\_\_\_\_ 1. Completed form for each entry.
- \_\_\_\_\_ 2. Entry fee paid in full.
- \_\_\_\_\_ 3. Refundable \$500 rules/sign deposit.

\* Please provide #4 - #8 electronically either via email to jgf@biaow.org or on a cd)

- \_\_\_\_\_ 4. Written directions to home from nearest major intersection or landmark & MapQuest like Map. Make sure to indicate what direction (East, West, etc.) you are traveling from the reference point.
- \_\_\_\_\_ 5. Rendering of front elevation or photo of home (this will be what is used in the book, so please send only clean copies electronically - .jpg file - **no pdf's**).
- \_\_\_\_\_ 6. Floor plan of entered home (not required, but recommended - .jpg file - **no pdf's**)
- \_\_\_\_\_ 7. Copy for parade guide (100 words or less, no exceptions). This file must be electronically sent in an email or a word document, **no pdf's**. - (Not in all capital letters, no bullets, should be in paragraph format for consistency sake).
- \_\_\_\_\_ 8. Hi Resolution Photo of entered home (Should be the front of the house). This is what will be in Parade Guide. Not a requirement if you want to use a rendering.

**ENTRY FEE CALCULATIONS — FOR STAFF USE ONLY**

Sq. Footage \_\_\_\_\_ x \_\_\_\_\_ per sf = \_\_\_\_\_

Less Discount for multiple entries = \_\_\_\_\_

Total = \_\_\_\_\_

Rules/Sign Deposit =           \$500          

TOTAL = \_\_\_\_\_

CHECK \_\_\_\_\_ CC \_\_\_\_\_ DATE: \_\_\_\_\_

Fees: \$.75 per SF for BIA members - \$.70 per SF if paying with cash or check

Fees: \$1.05 per SF for nonmembers - \$1.00 per SF if paying with cash or check

**ENTRY FEES:**  
All fees **MUST** be paid by check or credit card at time of entry. **NO EXCEPTIONS!**

**BIA MEMBERS:** Basic fee is 75 cents or 70 cents per square foot (if paying with cash or check) of heated-cooled space, to a maximum of \$2,500 for any individual home entered.

**NON-MEMBERS:** Basic fee is \$1.05 or \$1.00 per square foot (if paying with cash or check) of heated-cooled area.

**ALL ENTRANTS** are charged a \$500 deposit, which is refundable after the Parade. **Signs must be returned within 15 days after the end of the event (no later than Monday July 2, 2019) or deposit is forfeited.**

**DEADLINE FOR ALL ENTRIES** and required materials for the Guide is Monday, April 29, 2019.

**DISCOUNTS:** Builder entering more than one home receive a 15% off of the entry fees for the second home and 25% off fees on all subsequent entries. For these purposes, the house with the largest square footage is considered the first entry, proceeding down to the smallest home entered. The \$2,500 cap per home entered applies to multiple entries and discounts taken from capped amount (for members).

**The Parade of Homes is open to a maximum of 100 entries.**

**To enter the Parade of Homes, you must be a licensed and insured contractor (i.e. BC, GC, or RC).**

**BUILDER**

Company Name (as you wish it to appear in print): \_\_\_\_\_

Contact Person: \_\_\_\_\_ License Number: \_\_\_\_\_

Phone # for Public: \_\_\_\_\_ Website for public: \_\_\_\_\_

FOR BIA USE ONLY: Cell phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Additional Contact Email & Name for Parade Information: \_\_\_\_\_

*(Please use this for your realtor or another staff member for updates and proofing for your Parade entry)*

**ENTRY**

Street Address of Entry: \_\_\_\_\_ Subdivision: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Sq. Ft. Heated & Cooled: \_\_\_\_\_ Selling Price for Book (including lot): \_\_\_\_\_

Construction Price w/out Lot: \_\_\_\_\_ # of Bedrooms: \_\_\_\_\_ # of Full Baths: \_\_\_\_\_ # of 1/2 Baths: \_\_\_\_\_

*(This information is for judging purposes only)*

By my signature, I agree to abide by all rules & regulations established by The Building Industry Association of Okaloosa & Walton Counties, Inc. pertaining to the Parade of Homes and agree that I am responsible for the accuracy of all information provided to the BIA in regard to my Parade entry and business.

AUTHORIZED SIGNATURE \_\_\_\_\_ Date: \_\_\_\_\_

**BUILDING INDUSTRY ASSOCIATION OF OKALOOSA & WALTON COUNTIES**

**2019 PARADE OF HOMES OFFICIAL RULES**

**JUNE 8-16, 2019**

1. Entry in the Parade of Homes is limited to new construction. Exceptions may be considered by the Parade of Homes committee and the Board of Directors.
2. All homes must be entered by a licensed and insured contractor (BC, GC, or RC). No exceptions to rule.
3. **All Parade Homes, Central Site(s) and Featured Neighborhood(s) MUST remain open on the Parade wide "Twilight Tour" (Friday, June 14, 2019 – 1:00pm – 8:00pm).**
4. Entry fees are established by the BIA Parade of Homes committee and fees must be paid in full at the time of the entry. **Entry fees are non-refundable. NO EXCEPTIONS.** If square footage is changed after entry, then the additional money must be paid immediately upon change to reflect new amount.
5. Entry deadlines are established by the BIA Parade of Homes committee.
6. Accompanied with the entry form, builders should provide; written directions to home from nearest intersection or landmark, a MapQuest like map showing home and nearest major intersection, Rendering or Photo of home, copy about home (100 words or less, no bullets, must be paragraph format.). The BIA requires that all of the above information except for the entry form should be in electronic form either on cd or emailed to [jgf@biaow.org](mailto:jgf@biaow.org). The directions and copy for Parade Guide should be in a format that can be changed (Word Document, Typed in an email, NOT in all capital letters). No pdf's allowed for any of the required materials.
7. All sites must be completely landscaped and/or sodded during the Parade.
8. Entries may be sold but NOT OCCUPIED prior to or during the Parade of Homes event.
9. **All entries must be open, with electrical power during the advertised hours of the Parade of Homes Any violation to this policy will result in the loss of your deposit and disqualification from any awards and the loss of your rules deposit (\$250). No exceptions to this rule.**
10. **There must be no construction activity on the inside or outside of your Parade Entry during the 9 day event. Any violation to this policy will result in the loss of your deposit and disqualification from any awards.**
11. No exterior signs may be displayed during Parade event except the official Parade of Homes sign provided by the BIA, a sign offering the entry for sale, and your builder sign.
12. The BIA Board of Directors reserves the right to set the Parade of Homes dates to revise the rules and regulations as circumstances dictate.
13. Judging of entries will be established by the BIA Parade of Homes Committee and all entries will be notified about times and criteria. Parade judges reserve the right to alter their schedule at any time, therefore all Parade homes should be ready for judging upon the first hour of the first day of the designated judging schedule. **An incomplete entry will not be judged and will not be eligible for awards (There are no exceptions to this rule).** (Entries may view their scoring/judging sheets at the BIA office after the Awards Banquet in July). Notify the BIA, in writing, a minimum of 30 days prior to judging if the home will not be finished.

**Judging will take place on Monday June 3<sup>rd</sup>, 2019.**

14. A copy of the rules and information regarding the Parade of Homes will be furnished to each Parade entry.

**15. In order for builders to receive the rules/sign deposit, ALL signs must be returned to the BIA office, in the same condition that they were given to you) within 15 days from the last day of the Parade (Deadline Monday July 2, 2019). If you are missing signs, stands, etc, we will deduct the missing or damaged goods. A price list can be provided upon request.**

### **PARADE INFORMATION**

The 2019 Parade of Homes begins Saturday June 8, 2019 and ends on Sunday June 16, 2019. Homes must be open Sunday – Friday from 1:00pm – 6:00pm and Saturday from 10:00am – 6:00pm. The 2019 Parade wide Twilight Tour will be Friday June 15<sup>th</sup>. All homes and neighborhoods must be open from 1:00pm – 8:00pm on Friday June 14<sup>th</sup>. Special Twilight Tour dates will be assigned to various Featured Neighborhoods as they are assigned.

**DECORATIONS & FURNISHINGS:** The use of interior decoration in Parade homes is encouraged but optional.

**SIGNS:** the following items will be delivered Friday, May 31<sup>st</sup>, 2019:

1 Large sign with a wooden stake. This sign will have the entry number of the home., 1 No Smoking, No Eating, No Drinking sign, 1 Open/Closed sign, 1 Please Remove Shoes sign, 6 Directional signs & 6 wire stands to be placed by the builder to facilitate the public’s ability to find the home.

**We highly recommend contacting your local jurisdiction regarding sign regulations.** Sign regulations vary in local jurisdictions. You are responsible if your signs are picked up by local authorities. Please do not place directional signs earlier than June 7<sup>th</sup> and please remove signs the day after the Parade (June 17<sup>th</sup>).

**GATED COMMUNITIES/NEIGHBORHOOD COVENANTS AND RESTRICTIONS:** (\*NOTE – if there are special requirements to gain entrance into the entered home/community, please provide the necessary information to the BIA office before judging begins). It is the responsibility of the Builder/Entrant to be aware of any rules or practices which might affect the conduct of the Parade. Keep in mind that if the public is inconvenienced in getting to your Parade entry, it reflects badly on you and the Parade as well.

**WAIVER OF LIABILITY:** By signing the official Parade of Homes entry form, Parade builders or their authorized representatives agree, unconditionally, to hold harmless the Building Industry Association of Okaloosa & Walton Counties, Inc., its officers, employees, members, and Parade of Homes judges from any claims or liability due to injuries or damages occurring as part of the Parade on the part of the Builder/Entrant, its agents or members of the public on or to the Builder/Entrant’s property. Purchase of privately available Special Event insurance is recommended. See your insurance agent for details.

*By my signature, I agree to abide by all rules & regulations established by The Building Industry Association of Okaloosa & Walton Counties, Inc. pertaining to the Parade of Homes and agree that I am responsible for the accuracy of all information provided to the BIA in regard to my Parade entry and business.*

COMPANY NAME: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_