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# BIA-HAWAII

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## BUILDING INDUSTRY ASSOCIATION

THE VOICE OF THE CONSTRUCTION INDUSTRY

### **BIA-Hawaii's Home Building & Remodeling Show 2018**

January 26-28, 2018

Neal S. Blaisdell Center, Exhibition Hall  
777 Ward Avenue, Honolulu, HI

### **Agreement for Exhibition Space**

The following agreement is between \_\_\_\_\_ dba as \_\_\_\_\_ and the Building Industry Association of Hawaii, 94-487 Akoki Street, Waipahu, Hawaii 96797.

The following must be submitted in order to participate in BIA-Hawaii's Home Building and Remodeling Show, "HBRS". Failure to provide one or all of the following will result in forfeiture of booth space at the event.

**Professionals who are required by law to hold an active contractor's license with the Contractors License Board (CLB), in accordance with the Hawaii Revised Statutes Chapter, 444 Contractor, must present their license number with this agreement.** \_\_\_\_\_ . To obtain licensing requirements and a license, contact the Department of Commerce and Consumer Affairs, Professional and Vocational Licensing Division, 808-586-3000. All Exhibitors providing services that require a contractor's license under Hawaii State Law must provide BIA-Hawaii with an active license number and are also required under Hawaii Revised Statutes 444-9.2 to advertise and display their license number in order to provide quotes and/or estimates for installation services. Without said license, the exhibitor may only provide quotes and estimates for products. **See Hawaii Revised Statutes Exemptions at the end of Agreement.**

**☐ All exhibitors must provide a certificate of general liability insurance naming the following as additionally insured:**

1. Building Industry Association of Hawaii (show promoter & certificate holder), P.O. Box 970967, Waipahu, HI 96797-0967; and the
2. City & Country of Honolulu, Department of Enterprise Services, and their respective members, officers, directors, agents, and employees (site lesser), 777 Ward Ave., Honolulu, HI 96814.
3. A minimum coverage of \$1,000,000 each occurrence and \$2,000,000 general aggregate must be provided with a certificate of insurance for the period January 23-29, 2018, with specific notation for the 2018 BIA-Hawaii Home Building & Remodeling Show. **DUE DATE January 8, 2018**

**☐ This agreement must be submitted with each page initialed and completed. Incomplete agreements will be returned. No booth space will be held without a completed agreement on file and payment in full by January 8, 2018. In order to be listed in all promotional materials, a completed contract and payment must be received by November 13, 2017.** BIA-Hawaii reserves the right to withdraw exhibitor privileges without liability of any kind for BIA-Hawaii, its members or its sponsors. Booth space and location is subject to change. All booth assignments and allocations will be made by BIA-Hawaii and be determined at BIA-Hawaii's sole discretion. BIA-Hawaii exhibitors are subject to annual approval by BIA-Hawaii. BIA-Hawaii reserves the right to decline the application of any exhibitor and reserves the right to exclude, prohibit, or restrict any persons, conduct, printed materials, products, displays, catalogs or promotional items that BIA-Hawaii in its sole discretion has determined is not in the best interest of the show, attendees, or its members.

**☐ BIA-Hawaii Members are granted reduced exhibitor prices. In order to be granted BIA-Hawaii member pricing, the exhibitor's membership must be active at the time of the show.** If you are applying as a member, but your membership is not active, please enclose membership payment according to membership rates. Contact Cathleen Main, Member Services Manager, [clm@biahawaii.org](mailto:clm@biahawaii.org) for more information or call 629-7507.

**☐ All exhibitors must wear name badges at all times during the show, move-in and move-out. Five (5) complimentary name badges are provided per booth.** Please fill out and return Exhibit A (Name Badge Form) with this agreement. Name badge forms received after January 14, 2018 will be subject to a \$5 charge per name. All name badges will be provided to the exhibitor representative during event load-in.

**☐ Seminar Application. BIA-Hawaii provides exhibitors with the opportunity to present information to the public during the show. Please submit a seminar application for each seminar that your company would like to teach and present to the public. BIA-Hawaii shall have sole discretion in selecting applicants for a seminar presentations.** If exhibitor is selected to present, payment must be made upon receipt of invoice. See Exhibit B (Seminar Application).

**Service Kit.** BIA Hawaii shall provide booth space, curtains and side walls, carpet, and one 1000W electrical outlet, as well as a 44" x 7" identification sign. All additional services must be requested using Exhibit C and are available for additional charge. **If you require NO CARPET check here**. If carpet must be removed from your booth at move-in, exhibitor is subject to an additional \$100 charge.

**Marketing Additions.** You may include one, 3 x 5, 4 x 6, or 5 x 7 offer in the official event tote bag. BIA-Hawaii must receive printed materials (800) total before January 15 and payment of \$250 in order to participate. Offer will also be made available on BIA-Hawaii social media platforms at no additional charge.

Please initial and sign all pages of this agreement and email: [cah@biahawaii.org](mailto:cah@biahawaii.org)

### **DISPLAY AREA**

Exhibit structures must be constructed to allow sufficient tolerance on each side for sidewalls and rails, as well as for utility service at rear of booth. Site conditions may vary depending on proximity to other displays and structural conditions in the exhibit area. A 10 x 10 booth space does not mean a 10 x 10 area to build. See the chart below.

<b>Booth Sizes width (side to side) X depth (front to back)</b>	<b>Booth width net (in ft) interior design space</b>	<b>Booth depth net (in ft)</b>	<b>Side walls height (in ft)</b>	<b>Back wall height (in ft)</b>
10' x 10'	9'	9'	3'	8'
15' x 10'	14'	9'	3'	8'
15' X 20'	14'	19'	3'	8'
20' x 10'	19'	9'	3'	8'
30' x 10'	29'	9'	3'	8'
40' x 10'	39'	9'	3'	8'
50' x 10'	49'	9'	3'	8'
60' x 10'	59'	9'	3'	8'
20' x 20'	19'	19'	3'	8'
30' x 20'	29'	19'	3'	8'
40' x 20'	39'	19'	3'	8'

## Booth Fee Structure

Booth Description	<b>**BIA Member Early Bird Until 10/23/17</b>	<b>Non-Member Early Bird Until 10/23/2017</b>	<b>**BIA Member Base Price 10/24/2017 to 12/18/17</b>	<b>Non-Member Base Price 10/24/17 to 12/18/17</b>	<b>**BIA Member AFTER 12/18/17</b>	<b>Non- Member AFTER 12/18/17</b>
<b>10' x 10'</b>	\$1,750	\$2,750	\$2,250	\$3,250	\$2,750	\$3,750
<b>20' x 10'</b>	\$3,300	\$5,250	\$3,800	\$5,750	\$4,300	\$6,250
<b>30' x 10'</b>	\$4,900	\$7,900	\$5,400	\$8,400	\$5,900	\$8,900
<b>40' x 10'</b>	\$6,550	\$10,500	\$7,050	\$11,000	\$7,550	\$11,500
<b>50' x 10'</b>	\$8,150	\$13,150	\$8,650	\$13,650	\$9,150	\$14,150
<b>60' x 10'</b>	\$9,800	\$15,750	\$10,300	\$16,250	\$10,800	\$16,750
<b>15' x 10' (D)</b>	\$2,450	\$3,900	\$2,950	\$4,400	\$3,450	\$4,900
<b>15' x 20' (E)</b>	\$4,900	\$7,900	\$5,400	\$8,400	\$5,900	\$8,900
<b>20' x 20' (B)</b>	\$6,550	\$10,500	\$7,050	\$11,000	\$7,550	\$11,500

**Note:**

\* Corner Fee add \$150.00 – premium location access to two or more aisles.

\*\* To be eligible for BIA-Hawaii member discount, exhibitor's BIA-Hawaii annual membership dues must be paid in full for the 2017-2018 membership year.

After Monday, January 14, 2018 a \$250 late charge will be added to total charges for late processing.

Charter exhibitors are defined as those who have participated 5 consecutive years with BIA-Hawaii's HBRS. As a charter exhibitor, you will receive a 10% discount off the standard booth fee.

All fees and deposits are non-refundable. All commitment payments will be applied to the final invoice. Commitment forms simply reserve space but payment must be received in full in order to move into the space.

**Exhibitors will not be allowed to set-up their booth until each of the following conditions are met:**

1. The booth fees are received by BIA-Hawaii and membership dues are paid in full.
2. An executed agreement for exhibitor space with all pages initialed and signed has been submitted to BIA-Hawaii.
3. A certificate of insurance has been received by BIA-Hawaii.
4. All staff at an exhibitor booth have received their name badges

**Exhibitor Information**

Company's Name \_\_\_\_\_

Company's Name for all Listings (if different from above) \_\_\_\_\_

Street Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail Address \_\_\_\_\_

License # (if applicable) \_\_\_\_\_

License # in name of (Company/or its RME) \_\_\_\_\_

Person in charge of booth \_\_\_\_\_ Cell Phone \_\_\_\_\_

Additional Contact Name \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Please list your website here: \_\_\_\_\_

Five-word description of products and/or services exhibitor intends to provide.

\_\_\_\_\_

Do you have any new products and/or services that may interest the media?

Yes:  No:

If yes, please explain why it would be of interest.

\_\_\_\_\_

Please select **ALL** categories in which you want your company, products, or services to be listed under.

<input type="checkbox"/> Bath & Plumbing <input type="checkbox"/> Building Equipment <input type="checkbox"/> Cabinetry <input type="checkbox"/> Cement/Concrete <input type="checkbox"/> Countertops <input type="checkbox"/> Communication <input type="checkbox"/> Contractors (license # required) <input type="checkbox"/> Design Services <input type="checkbox"/> Doors <input type="checkbox"/> Electrical <input type="checkbox"/> Elevators/Lifts <input type="checkbox"/> Environmental Services <input type="checkbox"/> Fences/Decks	<input type="checkbox"/> Financial Services <input type="checkbox"/> Fire Protection <input type="checkbox"/> Flooring <input type="checkbox"/> Furniture/Accessories <input type="checkbox"/> Garage Doors <input type="checkbox"/> Green Products/Services <input type="checkbox"/> Home Entertainment <input type="checkbox"/> Industry Partner <input type="checkbox"/> Insulation <input type="checkbox"/> Insurance-Homeowners <input type="checkbox"/> Landscaping/Outdoor <input type="checkbox"/> Lights/Lighting <input type="checkbox"/> Lumber/Wood	<input type="checkbox"/> Major Appliances <input type="checkbox"/> Painting/Decorating <input type="checkbox"/> Pest Control <input type="checkbox"/> Pools/Spas <input type="checkbox"/> Public Utilities <input type="checkbox"/> Roofing <input type="checkbox"/> Security Systems <input type="checkbox"/> Solar/PV Services <input type="checkbox"/> Solid Surface <input type="checkbox"/> Steel Framing <input type="checkbox"/> Skylights/Fans <input type="checkbox"/> Walls/Wall Covering <input type="checkbox"/> Vinyl Products <input type="checkbox"/> Windows
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**Any company submitting contract after Monday, November 20, 2017 is not guaranteed a listing in the official guidebook or on printed signage.**

We hereby reserve the aforementioned booth space(s) for 2018 BIA-HAWAII January Home Show to be held on Friday, January 26, 2018 through Sunday, January 28, 2018 at the Neal S. Blaisdell, Exhibition Hall, Honolulu, Hawaii. **I have read and initialed all pages of the foregoing agreement and understand and agree to abide by same. This agreement is subject to acceptance by the BIA-Hawaii.**

**Authorized Signature** \_\_\_\_\_

**Title or Position** (Please Print) \_\_\_\_\_

**Company** (Please Print) \_\_\_\_\_

## **Show Rules, Regulations and Requirements**

1. All exhibitors must comply with the Neal S. Blaisdell and City & County of Honolulu personnel and representatives.
2. **Direct sales are strictly prohibited.** Estimates may be provided but invoices and direct exchange of cash for product or services is not allowed. Any violators may be asked to leave and be banned from participation in any future BIA-Hawaii event.
3. All height variances in excess of 10', but not exceeding 12', must be requested in writing and approved in writing by BIA-Hawaii. If height variances have not been requested or have not been granted, the exhibitor will be asked to remove or revise their exhibit to conform to the height restrictions stated above.
4. All exhibits must be contained within the allotted booth space. Exhibitors shall not distribute promotional materials outside of their allotted space.
5. All cords, carpets, or other potential tripping hazards will be taped down in order to ensure public safety and all flooring must have a finished edge. Any display lower than 3 feet in height at the entrance of a booth or placed directly in the walkway of a booth is also prohibited.
5. Exhibitors are not allowed to interfere with the flow of traffic with products, displays, or the distribution of promotional materials. No exhibitor will violate any safety or fire code.
6. Helium balloons are prohibited and exhibitors may not offer food and beverage of any kind to attendees for promotional or other purposes.
7. Appliance distributors are allowed to perform demonstrations, but permission must be granted by BIA-Hawaii a minimum of 30 days prior. Vehicles on-site are also subject to BIA-Hawaii and Neal S. Blaisdell Center regulations and approval. All vehicle requests must be made a minimum of 30 days in advance.
8. Excessive noise, announcements, flashing lights, or anything deemed objectionable by BIA-Hawaii or Blaisdell staff is prohibited.
9. Hand trucks, furniture, chairs are all allowed during the show and for load-in as needed as long as basic safety regulations are followed.
10. Set-up crews must check-in with BIA-Hawaii personnel to obtain badges prior to set-up. All set-up and tear-down crews must be dressed appropriately, be alert, and use caution during load-in and load-out.

11. No children allowed during load-in and load-out for the event. Any child present on show days must be accompanied by an adult at all times.

12. Contests are allowed in an exhibitor's booth space or via participation in BIA-Hawaii's contests and promotions. All entry forms must include the following information: company name, contact person, address, phone number, prize description and date of the drawing. Anyone entering the contest must be able to opt out of marketing and it must be clear and stated that the contest is, "no purchase necessary". Exhibitors are responsible for maintaining the integrity of their own contest, entry box and prizes during show hours. Remember that this is personal contact information that you have been provided with and are responsible for keeping safe and secure.

13. Exhibitors are strictly prohibited from dismantling exhibits or vacating the premises at any time prior to the end of the show. Any exhibitor that violates this policy will forfeit all booth space at future events.

14. No exhibitor shall be allowed to participate in the show unless all the requirements outlined at the beginning of this agreement are met.

15. Guard service will be provided at the Exhibition Hall during set-up, show days, and break-down hours. However, BIA-Hawaii, its sponsors, and the Neal S. Blaisdell Center are NOT responsible for any loss or damaged items used in conjunction with the event.

16. The Neal S. Blaisdell Center determines parking prices for event parking areas and all exhibitors are responsible for parking costs associated with move-in, show days, and move-out. No reimbursement will be provided by BIA-Hawaii or its sponsors. Exhibitors must park in designated parking areas and are not allowed to park behind the Concert Hall or the Exhibition Hall.

17. The BIA-Hawaii shall have the full power to interpret and amend the rules from time to time. Wherever these rules do not cover the situation, BIA-Hawaii may make rulings it considers to be the best interest of the Show, and the exhibitor agrees to abide by the rulings.

### **Code of Ethics**

BIA-Hawaii and its members adhere to a code of ethics and we ask that all exhibitors participating in a BIA-Hawaii show also adhere to the following code and objectives:

- a. To conduct all business affairs with professionalism and skill.
- b. To provide the best value possible.
- c. To protect all consumers through the use of quality materials and suppliers.



- d. To build and renovate according to current building codes in order to meet the highest standards for safety, sanitation and livability.
- e. To meet all financial and contractual obligations on time.
- f. To consistently comply with the spirit and the letter of the law.
- g. To make an effort to stay informed and share knowledge regarding laws, regulations, proposed legislation, codes, public policies and other essential information which affect our community.
- h. To be honest and clear.
- i. To protect all parties in our business activities by communicating all financial obligations and commitments in writing, expressing the exact agreement of the parties – and to provide copies of such agreements in a timely manner to all parties involved.
- j. To seek to resolve all disputes and controversies through a non-litigation dispute resolution mechanism.
- k. To support BIA-Hawaii and its code of ethics.

### **Care of Premises**

1. Exhibitors are responsible for any damage to the property, equipment or displays caused by them, their employees, agents, or representatives.
2. Tape, staples, glue, pins or any direct fasteners shall not be applied to the wall or floors that may cause damage to the venue. Refrain from using any substance that may produce stains or damage to the venue.
3. All flammable and explosive substances are strictly prohibited. All weapons are also strictly prohibited.
4. All electrical equipment must be turned off prior to closing your booth at the end of each show day.
5. All decorative materials must be fireproof and confirm to the requirements of the Honolulu Fire Dept.
6. Any costs incurred by BIA-Hawaii as a result of clean-up or repair from damages or accidents by an exhibitor will be paid by the exhibitor.

### **Load-in, Show, Load-out**

All load-in dates and times are subject to change and will be provided to exhibitors no later than 2 weeks prior to the event. Load-in times are determined by venue accessibility and schedules. The loading area is located at the rear of the Exhibition Hall only. Exhibitors are prohibited from moving in and out via public entrance and exits. January 24 & 25, 2018, between 8 am and 9 pm are currently scheduled for move-in. Move-out is scheduled on Monday, January 29 between 8 am and noon. Some move-out time is allotted for post-show. Forklift, furniture, electrical and additional supplies and services are available through the show decorator, ICES.

## **Show Hours**

- a. Friday, January 26, 2018                      5:00 pm – 9:00 pm
- b. Saturday, January 27, 2018                9:30 am – 9:00 pm
- c. Sunday, January 28, 2018                 9:30 am to 3:30 pm

\*\*All exhibitors must vacate the exhibit area by:

- 9:15 pm on Friday, January 26
- 8:45 pm on Saturday, January 27
- 8:00 pm on Sunday, January 28
- ***No hand trucks may be used during show hours.***
- All loads and goods are subject to security inspection.
- **Load-out post-event on Sunday, January 28 until 8:00 pm. Additional time for load-out is available from 8:00 am to noon on Monday, January 29. All exhibitors must be completely moved out by noon on January 29.**
- All exhibitors are responsible for trash, recycling, and the cleaning of their area.
- Exhibitors can arrange for receipt of shipments, delivery, and re-shipping after the show by making arrangements with the BIA Home Building & Remodeling Show's official show decorator, ICES.

## **Exhibitor Agreement**

1. Each exhibitor must execute a contract for the right to exhibit.
2. Subletting of exhibitor space is prohibited. Any subletting or assignment of booth space by an exhibitor shall be null and void, and be a default under this contract. BIA-Hawaii has the right, but not the obligation to terminate this agreement, whereupon the exhibitor shall immediately vacate the exhibit space. Subleasing includes permitting, without prior approval of BIA-Hawaii, any person or entity to occupy or utilize exhibit space for the purpose of exhibiting any product or service other than the products or services of the exhibitor who has entered an agreement for exhibit space. The following are prohibited:
  - a. Company "A" executes a contract to exhibit with the BIA-Hawaii, then allows Company "B" to use the exhibit space to display products or services from Company "B". A visitor to the show would then reasonably assume that Company "B" was the actual exhibitor.
  - b. Company "A" executes a contract to exhibit with the BIA-Hawaii, then shares the exhibit space with Company "B". A visitor to the show would reasonably assume that both Company "A" and "B" are exhibitors.

- c. An industry group executes a contract to exhibit with the BIA-Hawaii, and then allows an individual member(s) of that industry group to use the exhibit space to display products or services from the individual member(s). A visitor to the show would reasonably assume that the individual member was the actual exhibitor, rather than the industry group.
3. Each exhibitor agrees that the determination of whether an activity constitutes subletting or an assignment shall be within the sole discretion of the BIA-Hawaii; it being expressly understood that the BIA-Hawaii has the absolute right to approve all exhibitors and their products and services, and any attempt to circumvent this right constitutes a default under this Contract.
4. Exhibit space agreements will not be binding in the event of fire, floods, strike, riots, civil commotion, acts of God, war or other unavoidable circumstances which render the building unfit for use or restricts, limits or prevents the presentation of the show.
5. Exhibitors shall indemnify, defend and hold harmless BIA-Hawaii and its sponsors from and against any and all claims, losses, damages, or injury to persons resulting from the Exhibitor's use of the exhibition space.
6. The BIA-Hawaii and its sponsors shall not be responsible for damages, or otherwise, to any exhibitor by reason of war, civil commotion, insurrection, riots, strikes, labor disputes, fire, floods, acts of God, or any causes beyond its control which in any manner restricts limits or cancels the show.

### **Contact information**

Carolyn Hyman – Events & Marketing Director  
BIA-Hawaii, P.O. Box 970967, Waipahu, HI 96797-0967  
Telephone (808) 629-7503 ~ Fax (808) 629-7703 E-Mail: [cah@biahawaii.org](mailto:cah@biahawaii.org)  
Official BIA Home Building & Remodeling Show 2018 – Website: [www.biahawaii.org](http://www.biahawaii.org)

Hawaii Revised Statutes 444-2 Exemptions – This chapter shall not apply to: (4) Any project or operation for which the aggregate contract price for labor, materials, taxes and all other items is not more than \$1,000. This exemption shall not apply in any case where a building permit is required regardless of the aggregate contract price, nor where the undertaking is only a part of a larger or major project or operation, whether undertaken by the same or a different contractor or in which a division of the project or operation is made in contracts of amounts not more than \$1,000 for the purpose of evading this chapter or otherwise.

**EXHIBIT A**

# Name Badge Order Form

Company Name \_\_\_\_\_

**Orders Due: MONDAY, JANUARY 14, 2018**

**Pick-up: Neal S. Blaisdell Exhibition Hall,  
BIA-Hawaii Information Counter  
during move-in on January 24-26, 2018**

Exhibitors will be provided with **5 Name Badges FREE PER booth.**  
Please provide accurate spelling of first, last and company name

**First Name**  
(10 spaces)

**Last Name**  
(10 spaces)

**Company Name**  
(25 spaces)

1. <b>Free</b>	_____	_____	_____
2. <b>Free</b>	_____	_____	_____
3. <b>Free</b>	_____	_____	_____
4. <b>Free</b>	_____	_____	_____
5. <b>Free</b>	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____

*\*\*\*If additional space is needed, please attach a separate sheet. All orders above your free allotment is \$5.00 each additional badge\*\*\**

**ALL name badge orders received after January 14, 2018  
will be charged \$5.00 per Badge**

Credit Card Information can also be submitted  
by calling Shawne Mateo at 808-629-7504  
or email: [ssm@biahawaii.org](mailto:ssm@biahawaii.org)

**Questions? Call Carolyn Hyman at (808) 629-7503  
Email: [cah@biahawaii.org](mailto:cah@biahawaii.org) Fax: (808) 629-7703**

## EXHIBIT B

August 25, 2017

Aloha 2018 BIA-Hawaii Winter Home Show Exhibitors

BIA-Hawaii would like to thank you for your support of this annual January event. Approximately 20,000 Hawaii residents and homeowners will be looking to you for solutions and guidance as they approach their next home project.

On behalf of BIA-Hawaii, I would like to thank you for your participation and support. Your engagement in BIA activities throughout the year helps us continue to make a positive impact in the community. BIA-Hawaii's advocacy programs, design and construction awards – and of course our home shows are also great marketing opportunities for you.

This January, we are offering 45 minute seminars with 15 minute Q & A to the public on various subjects that are relevant to Hawaii residents today. If you are interested in presenting a seminar that you feel will resonate with audiences, you must be a registered 2018 show exhibitor and current on your BIA-Hawaii membership dues. Speakers will be chosen by a lottery system. Please submit your application by Monday, November 6, 2017. On Monday, November 13, 2017 we will let you know if you were selected.

The cost to present a seminar is \$350.00 each. If you choose to participate, BIA-Hawaii will provide:

- Seating for 80-120 people (depends on room)
- Air-conditioned Hawaii Suite
- Stage with podium and microphone
- Screen, projector and laptop
- Table for handouts
- Seminar schedule in resource guidebook (Magazine Deadline: Friday, November 20, 2017)
- Website seminar listing
- Social media mentions
- Show signage promoting seminars
- Media promotion for seminars

Exhibitor must provide: PowerPoint presentation on a thumb drive, description of seminar, speaker names, high-res logo, description, and payment.

Please contact Carolyn Hyman, Events & Marketing Director at (808) 629-7503 or e-mail: [cah@biahawaii.org](mailto:cah@biahawaii.org) if you would like to participate.

<b>HAWAII SUITES 6 &amp; 12 (80)</b>	
<b>FRIDAY, JANUARY 26, 2018:</b>	
<b>7:00 pm – 8:00 pm</b>	
<b>SATURDAY, JANUARY 27, 2018</b>	
<b>10:00 am – 11:00 am</b>	
<b>11:30 am – 12:30 pm</b>	
<b>1:00 pm – 2:00 pm</b>	
<b>2:30 pm – 3:30 pm</b>	
<b>4:00 pm – 5:00 pm</b>	
<b>5:30 pm – 6:30 pm</b>	
<b>7:00 pm – 8:00 pm</b>	
<b>SUNDAY, JANUARY 28, 2018</b>	
<b>10:00 am – 11:00 am</b>	
<b>11:30 am – 12:30 pm</b>	
<b>1:00 pm – 2:00 pm</b>	
<b>2:30-3:30 pm</b>	

<b>HAWAII SUITES 4 &amp; 10 and 5 &amp; 11 combined</b>	
<b>FRIDAY, JANUARY 26, 2018:</b>	
<b>7:00 pm – 8:00 pm</b>	
<b>SATURDAY, JANUARY 27, 2018</b>	
<b>10:00 am – 11:00 am</b>	
<b>11:30 am – 12:30 pm</b>	
<b>1:00 pm – 2:00 pm</b>	
<b>2:30 pm – 3:30 pm</b>	
<b>4:00 pm – 5:00 pm</b>	
<b>5:30 pm – 6:30 pm</b>	
<b>7:00 pm – 8:00 pm</b>	
<b>SUNDAY, JANUARY 28, 2018</b>	
<b>10:00 am – 11:00 am</b>	
<b>11:30 am – 12:30 pm</b>	
<b>1:00 pm – 2:00 pm</b>	
<b>2:30-3:30 pm</b>	

\*Seminar suites 4/10 & 5/11 will comprise a larger area, rooms will be combined into one.

**BIA-HAWAII**

**BUILDING INDUSTRY ASSOCIATION**

THE VOICE OF THE CONSTRUCTION INDUSTRY

## BIA Seminar Speaker Application

Company: \_\_\_\_\_

Exhibitor Company (if different): \_\_\_\_\_

Speaker Name: \_\_\_\_\_

Contact Name (if different): \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

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

### Seminar You Would Like to Host:

Topic Title: \_\_\_\_\_

Description: \_\_\_\_\_

1x \_\_\_\_\_ 2x \_\_\_\_\_

Day: \_\_\_\_\_ Time: \_\_\_\_\_

Day: \_\_\_\_\_ Time: \_\_\_\_\_

**Application must be submitted by Monday, November 6, 2017**

For questions, contact Carolyn Hyman at 808-629-7503 FAX: 808-629-7703

| Email: [cah@biahawaii.org](mailto:cah@biahawaii.org)