



**THE  
LOG &  
TIMBER  
HOME SHOW**

**NOVEMBER 1 - 3, 2019  
ASHEVILLE NORTH CAROLINA  
WNC AG CENTER DAVIS ARENA**

**Reserve  
your Booth  
Today!**

Exhibit your products, services and expertise at this dynamic three day event which provides an effective opportunity to build valuable relationships with potential customers. Meet face-to-face as they explore the show floor, experience products first hand while making important buying decisions for building their mountain home.

This year's showcase event will offer attendees over 60 exhibiting companies, hourly demonstrations and educational workshops. Log Home Living host two, 4-hour "Log Home University" courses on the process of building a log or timber frame home and they also receive a special VIP pass to attend all three days of the show!

**WHAT'S INSIDE**

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Expo Floor Plan & Categories

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Exhibitor Rules & Regulations

**WHY PARTICIPATE?**

- Establish relationships with potential clients and build quality leads
- Showcase your products, services and professional expertise to a motivated audience
- Promote your company and increase brand awareness
- Generate sales for the busy home improvement season
- Stay a step ahead of your competition

**48%**  
of show attendees in  
2018 plan to build in the  
next 24 months

**BOOTH RATES**

**10 x 10 Regular Booth** \$875  
**10 x 20 Booth** \$1600

**Multi-Booth Discount**

The more space you purchase the more you save! See Contract for additional details

**Become a Member and Save!**  
AHBA Members receive \$250 off each booth

**SHOW HOURS**

**Friday** 1 pm - 7 pm  
**Saturday** 10 am - 6 pm  
**Sunday** 11 am - 4 pm

**LOG HOME UNIVERSITY**

**Friday** 1 pm - 5 pm  
**Saturday** 9 am - 1 pm



**Asheville  
Home Builders Association**

PO Box 9722  
Asheville NC 28815

*'Bringing Professionalism to the  
Industry Since 1966'*

**Events@AshevilleHBA.com | www.LogandTimberAsheville.com | 828-299-7001**



# Exhibit Space Reservation & Contract

Email to [events@ashevillehba.com](mailto:events@ashevillehba.com) or Mail to PO Box 9722, Asheville, NC 28815

This application for exhibit space at **The Log & Timber Home Show** on **November 1-3, 2019** will become a contract between Asheville Home Builders Association (hereinafter called "AHBA") and the undersigned representative below (hereinafter called "Exhibitor") upon acceptance by AHBA and is based upon the terms set forth below and the "Official 2019 Rules and Regulations" which must be strictly adhered to by the exhibitor, their employees and representatives.

### EXHIBITOR INFORMATION - Print Contact Information as you would like it listed in published materials.

Company Name: \_\_\_\_\_  
*(ONLY company listed above may be represented in booth display/area, see rules & regs for more details)*  
Company Representative: \_\_\_\_\_ Title: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Company Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Company Website: \_\_\_\_\_

### BOOTH REQUEST (AHBA does not guarantee booth selections requested will be honored. These choices will be used as a guide for placement.)

Booth(s) Preference: 1st Choice: \_\_\_\_\_ 2nd Choice: \_\_\_\_\_ 3rd Choice: \_\_\_\_\_  
Please list any special requirements to consider when assigning booth(s): \_\_\_\_\_

### CATEGORY LISTING(S) IN ONLINE EXHIBITOR DIRECTORY (Two category listings will be provided at no charge. For a list of categories, see floorplan.)

Category 1: \_\_\_\_\_ Category 2: \_\_\_\_\_

**BOOTH INCLUSIONS** - exhibit floor space, standard booth divides/curtains (3' high sides and 8' high backdrop), limited security throughout facility, general lighting, booth ID Sign.

Items below, if selected in advance, will be provided at no additional charge. Please confirm your needs below:

Table (7' - skirted & draped)  Yes  No  
Chairs (2)  Yes  No  
Wireless Connection  Yes  No

\*Additional items such as extra tables, chairs, electric and carpet may be ordered by contacting the AHBA. Orders must be received by October 19, 2018 for inclusion.

**SUBLETTING SPACE**- No Exhibitor will assign, sublet or apportion the whole or any part of the space allotted to him, nor exhibit therein any other goods, apparatus, service, advertising signs, etc., than those manufactured or sold by the exhibitor in the regular course of his business, without the written consent of AHBA Show Management. Management reserves the right to remove any exhibit not conforming to all federal, state and local requirements and law.

**BOOTH CONSTRUCTION**- Each exhibitor is entitled to a reasonable sightline from the aisle, therefore, in all linear exhibits, including premium locations, the front two feet of exhibit space must not have any equipment or display material over 48 inches high.

### BOOTH PRICES - Mark selection(s) below

\_\_\_\_ 10x10 Regular Booth - \$875 per booth \$ \_\_\_\_\_  
\_\_\_\_ 10x20 Feature Booth - \$1600 per booth \$ \_\_\_\_\_

### Member Discount - Member Status will be verified

-AHBA Members subtract \$250 per booth \$(-) \_\_\_\_\_  
-NAHB Members (non-AHBA) subtract \$100 per booth \$(-) \_\_\_\_\_

### Multi Booth Discount

-If two or more booths purchased, subtract 5% of current total \$(-) \_\_\_\_\_

**TOTAL BOOTH PRICE \$ \_\_\_\_\_**

### Additional Options

-Electric - 110v, 15 amp electrical outlet, \$35 each \$ \_\_\_\_\_  
-Carpet for Booth Area - \$100 per 10x10 area of carpet \$ \_\_\_\_\_  
-Forklift Rental for Setup/Teardown \$50 up to 30 min. of use \$ \_\_\_\_\_  
-Advanced Admission Tickets (\$8 each): Quantity: \_\_\_\_\_ \$ \_\_\_\_\_  
-Additional Exhibitor Badges\* (\$12 each): Quantity: \_\_\_\_\_ \$ \_\_\_\_\_

\*Three Exhibitor Badges per 10x10 booth are provided at no charge. Max of six badges provided for 10x20 space or greater at no charge.

**TOTAL BOOTH +ADDITIONAL OPTIONS \$ \_\_\_\_\_**  
50% Deposit due with contract (non-refundable): \$ \_\_\_\_\_

I have read and agree to the Official 2019 Rules and Regulations. Included with this contract for booth space is a 50% non-refundable deposit and a copy of our certificate of insurance. I understand that any remaining balance is due on or before September 28, 2019 and non payment of remaining balance by September 28, 2019 will result in immediate release of my booth space.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PAYMENT (Please use the section below to indicate your method and payment amount)

Pay in Full at time of application  Pay 50% Deposit Only at time of application and receive invoice for final balance due  
 Pay Deposit Only at time of application and authorize full payment of remaining balance 30 days prior to event on card provided below

Payment Type:  Check payable to AHBA  American Express  Visa  MasterCard

Card Number: \_\_\_\_\_ Cardholder Name: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_ V-Code (3 digit code from back of card): \_\_\_\_\_ Email: \_\_\_\_\_  
Billing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Send Completed Contract, Deposit & Certificate of Insurance to: Asheville Home Builders Association  
PO Box 9722, Asheville NC 28815 • 828-299-7001 Phone • [events@AshevilleHBA.com](mailto:events@AshevilleHBA.com)



**NOVEMBER 1 - 3, 2019**  
**ASHEVILLE NORTH CAROLINA**  
 WNC AG CENTER DAVIS ARENA

**Each Exhibitor will be listed in the Online Directory under two categories listed below**

MAKE SELECTION ON CONTRACT

- ALARM & SECURITY • APPLIANCES
- APPRAISERS • ARCHITECTS • BANKING
- BRICK, STONE & SAND SUPPLIERS & MASONRY
- BUILDER • BUILDING MATERIALS • CABINETS
- CENTRAL VACUUMS • CLEANING: FIRE, FLOOD, CONSTRUCTION & SMOKE DAMAGE
- CLOSET SYSTEMS • CONCRETE • CUSTOM BUILDER • DECKS & PATIOS • DECORATING & INTERIOR DESIGN • DOORS
- ELECTRICAL SERVICES • ELEVATORS & STAIR LIFTS • ENERGY & GAS SUPPLIERS
- ENVIRONMENTAL PRODUCTS • FENCES
- FIREPLACE EQUIPMENT • FLOORING
- FURNITURE • GARAGE DOORS
- GARDENING • GENERAL CONTRACTOR
- GLASS & MIRRORS • GRANITE, MARBLE, STONE & TILE • GREEN BUILDER • GUTTERS
- HARDSCAPES • HOME AUTOMATION • HOT TUBS, POOLS & SPAS • HVAC • INSULATION
- IRONWORK • KITCHEN & BATH
- LANDSCAPING • LAWN EQUIPMENT
- LIGHTING • LOG HOMES
- LUMBER COMPANIES • METAL FABRICATION
- MILLWORK & MOULDING • MODULAR HOMES
- MOLD SERVICES • MURPHY BEDS
- PAINTING • PEST CONTROL
- PLAYGROUNDS
- PLUMBING • RAINWATER HARVESTING
- REAL ESTATE • REMODELING
- RESTORATION SERVICES • ROOFING
- SIDING SKYLIGHTS
- SOLAR ENERGY • STAIRS • STEEL BUILDINGS
- WATER PURIFICATION & FILTRATION
- WATERPROOFING • WELL DRILLING
- WINDOWS

601	603	605	WORKSHOP AREA		
130	125 224	225 324	325 424	429	
128	123 222	223 322	323 422	427	
126				425	
124	121 220	221 320	321 420	423	
122	119 218	219 318	319 418	421	
120				419	
118	117 216	217 316		DEMO AREA	
116	115 214	215 314			
114					
112	113 212	213 312	313 412	417	
110	109 208	209 308	309 408	415	
108				413	
106	107 206	207 306	307 406	411	
104				409	
102	103	203	303	407	
100				405	
				403	
				401	
501 503 505 507 509 511 513 515					

Available
  Reserved for Log Home Living

10 x 10 Regular Booth - \$875

10 x 20 Feature Booth - \$1600

\*See Exhibitor Contract for Member Discounts & Multi-Booth Discounts

# The Log & Timber Home Show

## 2019 Rules & Regulations

The following show rules and regulations are supplemental to and are incorporated by reference in the Exhibit Space Reservation and Contract between Log Home Living Institute (HBP) and the Asheville Home Builders Association (AHBA), herein referenced as Show Management, and your company as exhibitor, and govern the use of the exhibit space contracted for as if they had been fully set forth in the Exhibit Space Reservation and Contract.

In reading these rules and regulations, "we" and "us" refers to Show Management (AHBA & HBP) and authorities of the show facility (WNC Ag Center), and Federal governments as appropriate. "You" means your company and its authorized representatives and personnel. Where a specific entity or governmental body is required, we will identify them by name.

### Responsibility

It is your responsibility to be fully familiar with these show rules and regulations and to see that each member of your company attending the show is also familiar with these regulations. We recommend that you distribute copies to all those who will be present for the show.

### Booth Information

- **Booth Construction:** Each exhibitor is entitled to a reasonable sight-line from the aisle, therefore, in all linear exhibits, including endcaps, the **front two feet of exhibit space must not have any equipment or display material over 48 inches high**. Maximum height not to exceed 8 feet within remaining booth area. Any display materials exposing an unfinished surface to neighboring booths must be finished at the exhibitor's expense. Any exhibitor failing to comply with these requirements will be asked to remedy the issue prior to the show opening and may be required to remove their exhibit from the show.
- **Booth Furnishings:** Includes exhibit floor space, standard booth divides/curtains (3' high sides and 8' high backdrop), general lighting, booth ID Sign. *\*All aisles will be carpeted.*
- **Booth Location/Assignment:** Spaces are assigned by management. Every effort is made to give Exhibitor his/her request but no guarantees can be made. Floor plan, space or numbers may be changed by management for the benefit of Exhibitors or the event.
- **Subletting Space:** No Exhibitor will assign, sublet or apportion the whole or any part of the space allotted to him, nor exhibit therein any other goods, apparatus, service, advertising signs, etc., than those manufactured or sold by the exhibitor in the regular course of his business, without the written consent of Show Management. We reserve the right to remove any exhibit not conforming to all federal, state and local requirements and laws.
- **Character of Exhibits & Sales:** No soliciting, literature, or costumed characters will be allowed outside your designated booth area. All exhibits are for display purposes only. No high-pressure sales tactics. Show Management must approve any items to be sold at the show and exhibitor is required to complete necessary paperwork. Distribution of food/beverage items must be approved by Show Management in advance.
- **Electricity:** A 110-volt, 15 amp electrical outlet is available for an additional charge on the additional items order form. Extension cords may be necessary, all electrical cords must be 3 prong grounded. All electrical services needed are to be ordered through Show Management, in advance of show. Standard wall, column and permanent building outlets are not considered part of a booth space and are not to be used by Exhibitors unless specified otherwise. Under NO circumstances shall anyone but the "house approved electrician" make any special or direct wiring electrical connections. Exhibitors are required to turn off exhibit lights, DVD's, etc. at the end of exhibit hours.

### Booth Information Continued

- **Display Vehicles:** Any vehicle displayed in the Show must be approved in advance by Show Management. Certain specifications and requirements apply. Vehicles will not be allowed on display in front of Show Facility unless through approved sponsorship.
- **Signage:** You may use your own sign providing it does not extend beyond your booth space. Decorations, signs, banners, etc., may not be taped, nailed, tacked, stapled or otherwise fastened to ceilings, walls, curtains, doors, painted surfaces or columns unless done by or under the direction of Show Management. No holes may be drilled, cored or punched in the building.
- **Sound Control:** Sound-emitting equipment will be permitted, but Exhibitor must keep all sound at a level that will not disturb neighboring exhibits. We will be the final arbitrator when deciding if noise is too loud. If an exhibitor refuses to lower sound level, they will be removed from the show without any refund of booth fee.

### Move In

Exhibitors must check-in at the main entrance of show facility to receive paperwork prior to move in. All materials must be brought in/out through designated cargo doors on move in days only during move in times. Vehicles requesting to drive on show floor must receive prior authorization from Show Management. A forklift will be available for a charge of \$50 per 30 minutes - payment due at time of use. \*Forklift usage fee applies to pre-delivered freight for moving to designated booth area when requested.

### Exhibitor Move In Schedule for ALL Booths

**Thursday, October 31, 2019**

**8:30am-4:30pm**

**Friday, November 1, 2019**

**8:30am-12:00pm**

These hours will be strictly enforced. Failure to adhere to designated times will result in a \$100 fine. All exhibits must be completed and ready for inspection by Show Management by 12:00pm on Friday, November 1. At this time, any display violations will be noted and reported to the exhibitor. Failure to correct any violations by the time the show opens to the public at 1:00pm will result in a fine or removal from show. We reserve the right to rent or fill any exhibit space that has not been occupied by 1:00pm on Friday or at any time thereafter.

### Move Out

**NO DISPLAY MAY BE DISMANTLED OR PACKED PRIOR TO 4PM ON SUNDAY. There is a \$75 fine for tearing down early.** It is the Exhibitors responsibility to pack and remove or consign for shipment of all items prior to leaving booth unattended. Show Management and the Ag Center will not be made responsible for any items left unattended. During move out, no vehicles will be allowed at the back loading gate until your booth is completely disassembled and ready to be loaded. A fork lift will be available for move out at a charge of \$50 per 30 minutes. Vehicles requesting to drive on show floor must receive prior authorization from Show Management.

### Exhibitor Move Out Schedule:

**Sunday, November 3, 2019**

**4:00pm to 7:00pm**

**Monday, November 4, 2019**

**8:00am to 12:00pm**

Failure to completely move out by 12PM on Monday, November 4 will result in a fine of \$75 per hour.

## Exhibitor Information

- **Exhibitor Badges:** Must be picked up at the Show facility during designated move in times. Badges allow entrance into the Show Facility during Show hours. No Exhibitor will be able to obtain badges or be permitted to move in until the balance of their contract is paid in full. Three (3) Exhibitor Badges per 10x10 booth space will be provided at no charge, with a maximum of six (6) badges per 10x20 or greater space. Exhibitors are responsible for distributing badges to company representatives. Exhibitors without badges must pay admission. Badges may be left at Will Call.
- **Booth Staffing:** Only registered Exhibitors are allowed to work booths. Booths must be staffed during all show hours including a minimum of 15 minutes prior to show opening on booth days. Failure to properly staff booth by the above standards will result in a fine of \$75 for the first violation and suspension from future shows for the second violation. Please see MOVE OUT section for additional penalties for early breakdown.
- **Exhibitor Solicitation:** Solicitation of exhibitors by other exhibitors is strictly prohibited during show hours. Exhibitors must remain in their booth unless they are taking a break. You are not allowed to roam the aisle and handout business cards, etc. You are absolutely not allowed to go in the aisles and recruit people to come into your booth or take people from someone else's booth to come into yours.
- **Contests/Giveaways:** All contests/giveaways must take place within your designated booth area.
- **ADA Requirements:** The Americans with Disabilities Act (ADA) has specific requirements for public exhibits. Exhibitors are responsible for making their space accessible in accordance with the Americans with Disabilities Act. Any exhibitor that fails to comply with these regulations is subject to a fine by the government.

## Liability

- **Care of Building & Exhibits:** Exhibitors will be responsible for any damage done to the building by them, their agents, or employees. All property destroyed or damaged by the Exhibitors must be placed in its original condition or at the Exhibitor's expense. Walls, woodwork, and floor of the building must not be defaced or altered in any manner whatsoever. Exhibitors are liable for any damage caused to the building floors, walls or columns; or to standard booth equipment, or to other Exhibitor's property. Exhibitors will be required to keep their booth displays neat and orderly throughout the show.
- **Security/Safety:** Periodic on-site inspections of premises are provided by an off duty police officer, but this does not constitute a guarantee to the exhibitor's property. It is always wise to take precautions so that nothing is stolen. Small electrical equipment such as DVD's, cameras, PCs, etc., should never be left unattended. Show Management and the Ag Center are not responsible for lost, stolen or damaged property.
- **Certificate of Insurance:** A Certificate of Insurance certifying a general liability policy must be submitted to Show Management along with Contract. Certificate must be received in order to proceed with move in.
- **Waiver of Liability:** Show Management shall not be responsible for any damage or injury that may happen to Exhibitor or its agent, employees or property from any course whatsoever except the gross negligence or willful misconduct of Show Management or its employees, arising out of Show Management duties and responsibilities under this agreement. Exhibitor expressly releases Show Management, its directors, officers, agents and employees from any such loss, damage or injury.
- **Show Management Rights:** Show Management reviews all exhibits to insure the quality of the show. Show Management reserves the right to refuse any exhibit, exhibitor, or employee which, in the opinion of Show Management, is not in the best interest of the show. Show Management reserves the right to limit exhibitors based on product and service type to ensure variety within the show.

## Liability Continued

- **Violations:** Exhibitor shall be bound by the rules and regulations set forth herein, and by such additional rules and regulations which may be established by Show Management. All matters and questions not covered by the above will be subject to final judgment and decision by Show Management. Any violations by Exhibitor of any terms or conditions herein shall be subject to the cancellation of the contract to occupy exhibit space, and forfeiture of any monies paid on account thereof upon due notice of such cancellation. We shall have the right to take possession of Exhibitors space, remove all persons and properties of the Exhibitor, and hold Exhibitor responsible for risks and expense incurred in such an event.

## Freight/Shipping

The WNC Ag Center will accept exhibit materials for storage no sooner than Wednesday, October 30, 2019 Ship to *WNC Ag Center—Davis Arena, 1301 Fanning Bridge Rd. Fletcher, NC 28732*. All items must be labeled with Company Name and "The Log & Timber Home Show." Please note that a standard loading dock is NOT available. Delivery trucks need to come supplied with a pallet jack. If delivery truck requires use of Ag Center's forklift for unloading, a \$75 standard freight charge will be invoiced to Exhibitor by Show Management. \*See Move-In rules for additional forklift usage fees.

## Deposit/Payment Terms

A deposit of 50% must be submitted with contract for Exhibit Space. This is a non-refundable deposit and this contract is non-cancelable and non-assignable. **All remaining monies due, must be paid in full by September 25, 2019.** If balance is not paid when due, Exhibitor shall immediately forfeit the exhibit space and all deposits/payments made. If we reject the Exhibitor's application, deposit will be promptly refunded. Any legal fees and costs of fulfilling terms of this contract are liable to and will be paid by Exhibitor.

## Cancellation/Exhibitor Withdrawal

If an exhibitor does not submit monies due, as agreed upon in the contract, the space may be forfeited and the exhibitor will not be allowed to move in. If the Exhibitor cancels in writing prior to September 25, 2019, AHBA will refund any payments made outside the 50% non-refundable deposit. Cancellations on or after September 25, 2019 are non-refundable.

## Show Management/Show Office

This Show is under the management of the Asheville Home Builders Association and Log Home Living Institute (HBP), which shall have the right to make such rules and regulations, as it deems advisable for the success of the Show. Management's application, interpretation and construction of said rules shall be final and conclusive.

Management reserves the right to limit the number of booths, if demands so require. Management also reserves the right to refuse to sell exhibit space and to bar, move, modify exhibits, or portions thereof, which in the discretions of the management are deemed objectionable or in poor taste.

## Show Hours - Open to General Public

November 1, 2019 - 1pm until 7pm  
November 2, 2019 - Show Day, 10am until 6pm  
November 3, 2019 - Show Day, 11am until 4pm

## Additional Facility Hours Open to Exhibitors Only

November 2, 2019 - 9:00am  
November 3, 2019 - 10:00am

**IMPORTANT:** As a reminder, Booths must be staffed during all show hours including a minimum of 15 minutes prior to show opening on both days. Failure to properly staff booth will result in a fine of \$75. Please see Move In & Move Out section for additional penalties for improper setup and early breakdown.