

2024 Vendor Application

April 6 & 7, Sandpoint



The North Idaho Building Contractors Association (NIBCA) is proud to promote the building industry through the Annual Home and Garden Show. With more than 100 vendors and over 1,000 attendees over two days, this is a great opportunity to showcase your business.

People come to the show every year looking for advice, ideas, and local businesses to partner with. After the long winter of looking at what needs to improve, event attendees are ready to spring into action with your help. This is the perfect time for you to promote your business and garner new clients.

IMPORTANT DATES

January 15, 2024	Application Deadline
January 15, 2024	50% deposit due
February 16, 2024	Cancellation Deadline
February 16, 2024	Final Payment Due
April 5, 2024	Set up anytime between 7am and 7pm
April 6, 2024	10am-5pm
April 7, 2023	10am-3pm
April 7, 2023	Take Down after 3pm

Category Descriptions: Select the Category that best describes your services or products.

- **Building & Remodeling:** *Windows & doors, flooring, roofing, garage doors, gutters, painting, building & contracting services*
- **Building Contractors:** *Home Builders*
- **Financial & Professional Services:** *Realtors, banks, lenders & mortgage brokers, title companies, insurance*
- **Furnishings & Accessories:** *Lighting, furniture, art, decor, window coverings*
- **Kitchens & Bathrooms:** *Fixtures, appliances, cabinets & countertops*
- **Outdoor Living:** *Landscaping & gardening, furniture, cooking/barbeques, pavers, pools, ponds, patios, fencing, pest control*
- **Interior Design & Decorating:** *Creative services for your indoor and outdoor space*
- **Shopping & Lifestyle:** *Edibles, gifts & gadgets, pet-related, jewelry, arts & crafts, and health*

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Business Name: _____

Representative: _____

Address: _____

Phone: _____ E-mail: _____

Category _____

☐ I will NOT be selling items at the Event

☐ I will be selling items at the Event

Booth Request		QTY	Cost	Sub-Total	
Booths are assigned first come first serve, based on category.		Non-Refundable Application Fee	1	\$35.00	\$35.00
<i>All booths include pipe and drape. Access to electrical is limited, due to the facility's provisions. (You WILL NEED to provide extension cords); It is recommended that you bring a power strip, due to the limited number of outlets.</i>	NIBCA Member OR Bonner Co. Local Business	8'x10' Booth		\$260.00	
		10x10 Booth		\$275.00	
		Large Truck		\$125.00	
		Fence Line Banner		\$15.00	
Will your booth incorporate boulders, rock, sand, organic materials? YES NO	Non-Member	8x10 Booth		\$375.00	
		10x10 Booth		\$390.00	
		Large Truck		\$175.00	
		Fence Line Banner		\$30.00	
Does your setup require additional space to maneuver into? Additional time? YES NO	Optional Items	8 ft table w/ black cloth		\$30.00	
		30" Bistro w/ black cloth		\$30.00	
		Folding Chair		\$6.00	
		Bar Stool		\$12.00	
Booth First Choice:					
Booth Second Choice:					
Booth Third Choice:					
Featured Space - Limited NIBCA Member, receives prime 10'x20' location in building, fence Banner, 10 admission tickets to CDA Event and additional advertising at both events. \$1,000 Contact NIBCA to Reserve		Total Due			
I agree to abide by the rules set forth by the NIBCA Home and Garden Show					

Signature

Date

Office Use ONLY

Booth:

INV:

Booth:

PD:

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EXHIBITOR RULES

- Application Fee \$10- Non-refundable; due at time of application.
- Applications Received after January 15, 2024 will incur an additional fee of \$100 per booth.
- Only one business will be allowed per exhibit space. No sharing of space.
- Limit on Booths - NIBCA has the right to limit the number of booths if demand requires.
- Deposit Policy - Half of the contract total is required by January 15, 2024. The balance is due no later than February 16, 2024. Booth space will be released if the balance isn't paid in full by February 16, 2024.
- No Refunds after February 16, 2024.
- Booth Fee Includes - 1 booth, electrical and drapes. Any other equipment needed (i.e., tables, chairs) are the participant's responsibility.
- Exhibitors must have a legitimate exhibit.
- All booths must have representatives in their booth during the show hours.
- Booth sizes are 10x10 or 8x10. Drapes- Back and side are provided by the Event
- Tape-If you have to tape anything down, you are only allowed to use GAFFERS TAPE. All other types of tape damage the floor and will NOT be allowed for any reason.
- All exhibits must be in place by 9am Saturday.
- Right to Modify - The NIBCA reserves the right to refuse to sell exhibit space and to bar, move, modify exhibits, or portions thereof, which is the discretion of the Show Committee if deemed objectionable or in poor taste. Exhibitor agrees to make changes as directed by the Show Committee as soon as notified. Failure to do so will result in the removal of the exhibit or portions thereof, by the Committee. Any costs incurred will be at the expense of the Exhibitor.
- In the event of an Exhibitor no-show, the committee reserves the right to resell the space without providing a refund.
- Exhibitors may not assign, sublet, or share their space; interfere with other exhibitors; exceed space into aisles or block other exhibitors; use common space for storage or exhibits.
- No sound equipment or sound making devices that can be heard outside your exhibit area will be permitted.
- Signs - All booths must be clearly identified with the company name. Booth # Sign will be provided by NIBCA
- Exhibitors agree to indemnify and hold harmless, the NIBCA, the NIBCA staff, the NIBCA Show Committee members, NIBCA members, the City of Sandpoint or Bonner County Fairgrounds from suit or claim for personal injury or property damage or the loss of use of property by whomsoever sustained.
- Exhibitors are responsible for any damage to the Bonner County Fairgrounds, which is or may be caused by their booth. Furthermore, the Exhibitor is responsible for any cost associated with said damage to include clean-up and repair.
- Exhibitors are responsible for adequate liability insurance coverage on their booth contents. The NIBCA and/or Bonner County Fairgrounds is not responsible for any loss or damages. A \$1,000,000 certificate of liability insurance must accompany the registration naming the NIBCA and Bonner County Fairgrounds as additionally insured. Booth space will not be assigned unless proof of insurance is submitted to NIBCA.
- NIBCA is not responsible for inclement weather and does not guarantee the attendance.
- Exhibitor agrees to abide by decisions, rules, and regulations of the Show Committee, which from time to time be modified, and in the event of any misunderstandings, agree to accept the decision of the committee as final.
- Exhibitor Parking: All exhibitors and their employees/helpers MUST park in the back of the parking lot during show hours.
- Tear down and removal of exhibits may begin immediately following the close of the show at 4:00 p.m. on Sunday.
- Due to the potential safety hazard to visitors and other exhibitors, no goods, equipment, or other display items may be removed from booths until the close of the show.

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NORTH IDAHO
HOME & GARDEN
PRESENTED BY NIBCA *SHOW*

