

2025 Vendor Application

April 5 & 6, 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 80 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 attract new clients.

IMPORTANT DATES

| | |
|------------------|------------------------------------|
| January 17, 2025 | Application Deadline |
| January 17, 2025 | 50% deposit due |
| February 7, 2025 | Cancelation Deadline |
| | Final Payment Due |
| April 4, 2025 | Set up anytime between 7am and 7pm |
| April 5, 2025 | 10am-5pm |
| April 6, 2025 | 10am-3pm |
| | 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 | Subtotal | |
|--|---|--------------------------------|---------------------------|-----------|---------|
| <u>Booths are assigned first come first serve, based on category.</u> | | Non-Refundable Application Fee | 1 | \$35.00 | \$35.00 |
| <i>Booths include pipe and drape. Access to electricity is limited. You WILL NEED an extension cord; power strip is recommended.</i> | | Member/Local Business | 8'x10' Booth | \$260.00 | |
| | | 10x10 Booth | \$275.00 | | |
| | | Large Truck | \$125.00 | | |
| | | Fenceline Banner | \$15.00 | | |
| Will your booth incorporate boulders, rock, sand, organic materials? | | Non-Member | 8x10 Booth | \$375.00 | |
| YES NO | Does your setup require additional space to maneuver into? Additional time? | 10x10 Booth | \$390.00 | | |
| YES NO | | Large Truck | \$175.00 | | |
| Booth 1st Choice: | | Fence Line Banner | \$30.00 | | |
| Booth 2nd Choice: | | Optional Items | 8 ft table w/ black cloth | \$30.00 | |
| Booth 3rd Choice: | | 30" bistro w/ black cloth | \$30.00 | | |
| Featured Space - Limited NIBCA Member, 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. | | Folding Chair | \$6.00 | | |
| | | Bar Stool | \$12.00 | | |
| | | Total Due | | | |
| I agree to abide by the rules set forth by the NIBCA Home and Garden Show. | | | | | |
| Signature: _____ | | | Date: _____ | | |
| <i>Office Use ONLY</i> | | | | | |
| INV: _____ | | Booth: _____ | | PD: _____ | |

Please send your completed application to info@nibca.com.

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EXHIBITOR RULES

- Application Fee \$10- Non-refundable; due at time of application.
- Applications Received after January 17, 2025 may 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 17, 2025. The balance is due no later than February 7, 2025. Booth space will be released if the balance isn't paid in full by February 7, 2025
- No Refunds will be issued after February 7, 2025.
- Booth Fee Includes - 1 booth, electrical and drapes. Any other equipment needed (i.e., tables, chairs) is 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, April 5, 2025.
- 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. The 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 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.
- Tearing down and removal of exhibits may begin immediately following the close of the show at 3:00 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.

