

Exhibitor Information



The Home Builders Association of South Carolina's annual convention will be held June 20-24, 2010 at The Marriott in Hilton Head, SC.

Exhibitor's Lunch & Trade Show: Tuesday, June 22, 2010

Trade Show Theme: Building Paradise

Register by May 15, 2010 to be listed in the convention program.*

Table Top Exhibits: Table top exhibits sit on top of tables. Tables will be typical hotel-style folding tables (approximately 30"x6'), covered and skirted. Products and literature should be selected to fit on the table. Table-top displays are recommended; however, exhibitors may purchase additional space to accommodate large displays or for added space.

Free Standing Exhibits: If you plan on bringing a free standing exhibit (an exhibit that sits on the floor) and/or products that will use space larger than 30"x6', you must buy additional space. Tables are not provided for vendors with free standing exhibits.

Electricity & Wireless Internet: Additional fees will be charged for exhibitors needing electricity and wireless Internet connection (payable to The Marriott). Please see the attached Marriott form.

Set-Up Time: Set-up is from 7a.m - 10a.m. on June 22.

Lunch: In an effort to encourage networking with attendees, we will provide a lunch buffet that will be served from 11a.m. - 1p.m. Exhibitors receive up to three company representative lunches per table purchase. Additional guest lunches for company representatives can be purchased.

Tear-Down Time: Displays can be dismantled beginning after 1:30p.m.

Special Requests: Please submit any special requests in writing to the HBASC prior to June 15.

Door Prizes: Exhibitors are required to provide a door prize to be awarded to registered attendees who have successfully completed their Exhibitor's Map. Winners must be present to win, and will pick up their prize at the exhibitor's booth.

Exhibitor Agreement: Exhibitor agreement provides admission to Exhibitor's Lunch ONLY. To make the most of your exhibit investment, we suggest you register for the convention (see enclosed form), attend seminars, and participate with builders in other convention activities.

Sponsorship Opportunities: Give your company more recognition by becoming a sponsor. Diamond-level, Platinum-level, Gold-level, and First Time Attendee sponsors get a complimentary table-top exhibit plus other complimentary benefits (see enclosed sponsor form).

***Please submit a 50 word description of your company for publication in the convention program to vdaniel@hbaofsc.com within 30 days of submitting your Exhibitor Agreement form.**

Exhibitor Agreement Form

Register by May 15, 2010 to be listed in the convention program.*

COMPANY INFORMATION

Company Name _____

Contact Name _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Fax Number _____

Email Address _____

- Display Type: Table Top Exhibit Free Standing Exhibit
 Yes! I need electricity for my exhibit. (Complete Marriott form.)
 Yes! I need wireless Internet connection for my exhibit. (Complete Marriott form.)

By signing below, I agree to the terms and conditions outlined on in the 2010 State Convention Exhibitor packet.

Exhibitor Signature _____ Print Name _____ Date _____

REGISTRATION FEES*

Exhibit Space : \$500 x # tables\$ _____

Additional Exhibitor Lunch Tickets: \$20 x # tickets\$ _____

*Registration fees include the following events: Exhibitor Lunch Only **TOTAL DUE.....\$ _____**

PAYMENT INFORMATION *The HBASC prefers to receive payment by check; however, credit cards are accepted. VISA and MasterCard are accepted in the HBASC office. All major credit cards are accepted at PayPal through www.hbaofsc.com.*

- CHECK VISA MASTERCARD ONLINE PAYMENT (DO NOT COMPLETE INFORMATION BELOW)

Card Holder Name _____

Card Number _____

Exp. Date _____ VIC Code (3-digit code) _____

Credit Card Billing Address (if different from above) _____

Signature _____

NAME TAG INFORMATION

First Name _____ Last Name - **Complimentary**

First Name _____ Last Name - **Complimentary**

First Name _____ Last Name - **Complimentary**

First Name _____ Last Name - **Additional**

First Name _____ Last Name - **Additional**

First Name _____ Last Name - **Additional**

Make checks payable to:
HBA of South Carolina

Mail/Fax registration form to:
1419 Pendleton Street
Columbia, SC 29201
803-254-5762

Due to contract obligations, no refunds will be issued for cancellations received after May 30, 2010. All refund requests received by the cancellation deadline will be processed after June 27, 2010. A cancellation fee of \$100 will be assessed.

**Please submit a 50 word description of your company for publication in the convention program to vdaniel@hbaofsc.com within 30 days of submitting your Exhibitor Agreement form.*



SEND ORDERS AND PAYMENTS TO:

HILTON HEAD MARRIOTT RESORT & SPA
 ATTENTION: CATERING DEPARTMENT
 ONE HOTEL CIRCLE
 HILTON HEAD ISLAND, SC 29928
 843-686-8479 FAX: 843-785-2432

ELECTRICAL AND AUDIO VISUAL EQUIPMENT ORDER FORM

Date of Order:	Date Needed:	Booth #:
Name of Event or Exhibition:		
Company/Organization Name:		
Address:		Phone No.:
City, State, ZIP:		
Ordered by:		Signature:
<i>For guaranteed service, orders must be placed thirty (30) days in advance.</i>		
<i>All orders require one week advance notice.</i>		
Rates quoted below cover only Delivery of Services to the booth, and do not include connecting equipment or special wiring. All wiring and electrical work on exhibitors' displays will be charged on a time-and-materials basis. Proper tagging of equipment to indicate voltage, phase, current, etc., are exhibitor's responsibility. Add fifty (50%) percent for all floor orders. All clean lines will be fifty (50%) percent more than the below prices.		
Note: 208V Single and Three Phase is hard wire only!!		
<u>MARRIOTT WILL NOT BE RESPONSIBLE FOR DAMAGED EQUIPMENT</u>		
<u>LABOR RATES</u>		
Monday thru Friday 8AM to 4PM (except holidays)	\$ 50.00 per hour	
Monday thru Friday 4PM to 8AM	\$ 75.00 per hour	
Saturday, Sunday and holidays	\$ 75.00 per hour	
Special Connection: _____	TOTAL LABOR: \$ _____	
<u>ELECTRICAL</u>		<u>MECHANICAL</u>
	COST	TOTAL
Basic Service:	\$ 35.00	(including an Extension Cord)
Basic Service Example: Computer, TV, Track Lights, Etc.		
<u>SINGLE PHASE</u>		
208V / 20 AMP	\$ 110.00	Extension Cord \$ 15.00
208V / 30 AMP	\$ 150.00	Power Strip \$ 15.00
208V / 40 AMP	\$ 180.00	Banners \$ 40.00
208V / 60 AMP	\$ 250.00	High Lift Rental \$ 100.00
208V / 80 AMP	\$ 350.00	Fork Lift Rental \$ 100.00
208V / 100 AMP	\$ 500.00	
208V / 200 AMP	\$ 900.00	Any special requirements will be priced on an individual basis.
<u>AUDIO VISUAL</u>		
42" Plasma TV w/Stand	\$ 600.00	NOTE: An equipment release form
24" Flat Panel Screen	\$ 200.00	must be filled out for any equipment
Laptop Computer	\$ 250.00	to be rented and/or used.
Master Group Folio #:		
Credit Card #:		
Exp Date:		