# HOMESHOW

CENTRAL MINNESOTA BUILDERS ASSOCIATION

# All Under One Roof

## "Everything You Ever Wanted to Know About Home Improvements" but didn't know who to ask...

**FRIDAY, MARCH 12, 2027**

SHOW HOURS 2PM-7PM

**SATURDAY, MARCH 13, 2027**

SHOW HOURS 9AM-4PM

**RIVERS EDGE CONVENTION CENTER**

10 4TH AVENUE SOUTH, ST. CLOUD, MN

**How to Make Your Booth Interactive**

Engage your audience by providing valuable insights about your products and solutions. Consumers enjoy learning how to do things, so dedicate time to teach them, positioning yourself as their trusted advisor for future projects. For example, you could demonstrate how to:

- Tile
- Clean and maintain appliances
- Install cabinets
- Lay pavers
- Highlight the differences between your products and solutions

Fostering these trusted and lasting relationships will be crucial for ensuring that consumers turn to you when they require your solutions down the line.

Platinum Sponsors

MAGNIFI FINANCIAL

3 Sons Tri-County Lumber

CENTRAL MINNESOTA BUILDERS ASSOCIATION

**REGISTER .** COMPLETE PACKET

2848 2ND STREET SOUTH STE 145, ST. CLOUD MN 56301

SEND OR EMAIL COMPLETED PACKET - INFO@CMBAONLINE.ORG

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# Exhibitor Booth Contract

**THIS CONTRACT INDICATES OUR ACCEPTANCE OF ALL REGULATIONS IN THIS PROSPECTUS.**

**DATE:** _____ **SIGNATURE:** _____

**COMPANY NAME:** _____

**CONTACT PERSON:** _____ **EMAIL:** _____

**ADDRESS:** _____ **CITY:** _____ **STATE:** _____ **ZIP:** _____

**PHONE:** _____ **CELL:** _____

**CHOOSE 3 DIFFERENT BOOTH #/SET OPTIONS (MAP ON PAGE 6)**

1. _____
2. _____
3. _____

SPECIAL NEEDS/REQUESTS: _____

_____

DO NOT LOCATE NEAR: _____

_____

**FREE SERVICES -**
***(CIRCLE IF NEEDED)***

- FORKLIFT FOR SETUP/TEAR DOWN *(LONGFORKS NOT PROVIDED)*
- SEMI LOADING/UNLOADING RAMP/PLATFORM NEEDED

**EXHIBITORS WILL BE LISTED IN THE SHOW DIRECTORY IN ALAPHABETICAL ORDER, IF REGISTRATION IS COMPLETED BY FEBRUARY 1, 2027**

## Booth Fees

REGISTRATIONS AFTER FEB 1 ARE SUBJECT TO AN ADDITIONAL $100 CHARGE

| Number of Booths ALL BOOTHS 10'w x 10'd | CMBA Members Fees | Non Member Fee | Booths x Fee |
|---|---|---|---|
| ____ Standard Booth | $650 | $1100 | |
| ____Corner Booth CORNER | $700 | $1300 | |
| ____Patio Booth PATIO | $750 | $1550 | SOLD OUT |
| ____Patio Booth PATIO CORNER | $800 | $1800 | SOLD OUT |
| | | Booth Fee Total - | |

## FOR YOUR INFORMATION

A $200 DEPOSIT IS DUE UPON BOOTH RESERVATION BEFORE JANUARY 1, 2027
RETURN THIS SIGNED CONTRACT TO RESERVE SPACE.
BOOTH FEE IS NON-REFUNDABLE AFTER FEBRUARY 1, 2027.
WIFI PROVIDED BY CMBA—NO CHARGE

**REGISTER .** COMPLETE PACKET

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# Sponsorship Opportunities

## PLATINUM SPONSOR ___$5,000

*AVAILABLE TO TWO NON-COMPETING COMPANIES*

SOLD

- FULL PAGE ARTICLE ABOUT YOUR COMPANY IN THE SHOW DIRECTORY
- 1 - 10X10 PRIORITY BOOTH PLACEMENT UP TO $650 VALUE

INCLUSION OF COMPANY NAME IN MEDIA:

- RADIO TAG ON ADS
- BILLBOARDS
- LOGO ON FRONT COVER OF SHOW DIRECTORY
- LOGO ON CMBA WEBSITE LINKED TO YOUR WEBSITE
- SOCIAL MEDIA ADS
- RECOGNITION IN HOME SHOW PRESS RELEASES
- BANNER OR SIGNAGE AT ENTRANCE OF SHOW (SPONSOR PROVIDES SIGNAGE)
- PERIODIC FLOOR ANNOUNCEMENTS DURING THE SHOW
- SPEAKING OPPORTUNITY AT THE CHAMBER CONNECTION FRIDAY MORNING BEFORE HOME SHOW

## GOLD SPONSOR ____$2,500

*MULTIPLE AVAILABLE TO COMPANIES NON-COMPETING WITH PLATINUM SPONSORS*

- ONE 1/2 PAGE ADVERTISEMENT IN SHOW DIRECTORY
- 1 – 10X10 BOOTH UP TO $650 VALUE W/AVAILABLE PRIORITY PLACEMENT

INCLUSION OF COMPANY NAME IN MEDIA:

- LOGO ON FRONT COVER OF SHOW DIRECTORY
- SOCIAL MEDIA ADS
- LOGO ON CMBA WEBSITE LINKED TO YOUR WEBSITE
- PERIODIC FLOOR ANNOUNCEMENTS DURING THE SHOW

## BAG SPONSOR____$500

*ONE AVAILABLE*

SOLD

- PROVIDE BAGS FOR ALL ATTENDEES. SPONSOR PROVIDES BAGS IN ADDITION TO THE SPONSORSHIP FEE
- 2,000 BAGS NEEDED

## MEDIA SPONSOR____$500

*FOUR AVAILABLE*

- NAME MENTIONED AS SPONSOR ON SOCIAL MEDIA LIVE POSTS DURING THE EVENT

## LANYARD SPONSOR ____$500

*ONE AVAILABLE*

SOLD

- LANYARDS ARE WORN BY EXHIBITORS DURING THE 2 DAYS OF THE HOMESHOW
- SPONSORS MUST PROVIDE THE LANYARDS (500)

## ENTERTAINMENT/VENDOR SPONSOR ____$400

*MULTIPLE AVAILABLE*

- COMPANY NAME WILL BE DISPLAYED AND ANNOUNCED DURING EVENT HOURS AND VENDOR PARTY
- COMPANY AND LOGO WILL BE LISTED IN THE SHOW DIRECTORY

## FOODSHELF DRAWING SPONSOR ____

*ONE AVAILABLE*

SOLD

- A GIVEAWAY IS PURCHASED FOR A DRAWING FOR CONSUMERS WHO MAKE DONATIONS FOR THE LOCAL FOODSHELF
- COMPANY NAME WILL BE DISPLAYED AT THE EVENT
- COMPANY AND LOGO WILL BE LISTED IN THE SHOW DIRECTORY

## KIDS ACTIVITY ____$150

*MULTIPLE AVAILABLE*

- A KIDS ACTIVITY WILL BE HELD ON SATURDAY
- COMPANY NAME WILL BE DISPLAYED AT THE EVENT
- COMPANY AND LOGO WILL BE LISTED IN THE SHOW DIRECTORY

## HIGH SCHOOL STUDENT BUILDS ____$150

*MULTIPLE AVAILABLE*

- HIGH SCHOOL STUDENTS WILL BE BUILDING ITEMS TO BE DISPLAYED AT THE SHOW AND AUCTIONED OFF FOR THE “TOOLS FOR SCHOOLS” FUND
- COMPANY NAME AND LOGO WILL BE DISPLAYED BY THE ITEMS BUILT
- LISTED IN SHOW DIRECTORY

2848 2ND STREET SOUTH STE 145, ST. CLOUD MN 56301
SEND OR EMAIL COMPLETED PACKET - INFO@CMBAONLINE.ORG

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# Rentals & Payment

This form will NOT be accepted after FEBRUARY 10th, 2027, and must include payment.
After this date, exhibitors must order options at the show at a 25% higher rate.

PRICE X QUANTITY = TOTAL

## ELECTRICITY

20 AMP 110V $95 X _____ = _____

*Hookups listed below require an electrician which will be approximately $300 per hour, plus the cost listed below

30-40 AMP 110V $115 X _____ = _____

20-50 AMP 208V $130 X _____ = _____

## DISPLAY TABLES

SKIRTED (3 SIDES)

4' 24"W X 30"H $40 X _____ = _____

6' 24"W X 30"H $40 X _____ = _____

8' 24"W X 30"H $40 X _____ = _____

6' 24"W X 42"H $50 X _____ = _____

8' 24"W X 42"H $50 X _____ = _____

PRICE X QUANTITY = TOTAL

## TUXEDO CARPETING

*One carpet will cover one booth space, order according to how many booth spaces you have

CARPET $100 X _____ = _____

## FURNISHINGS

FOLDING CHAIR $10 X _____ = _____

PADDED SIDE CHAIR $20 X _____ = _____

PADDED STOOL $25 X _____ = _____

## COCKTAIL TABLES

UNDRAPED
42" H $30 X _____ = _____

**TOTAL RENTAL OPTIONS** _____ = _____

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**YOU WILL NOT BE ABLE TO SET UP YOUR BOOTH UNLESS THE BALANCE IS PAID IN FULL.**

**BOOTH FEES** $ _____

**RENTAL OPTIONS** $ _____
(TABLE, ELECTRIC, ETC. SEE RENTAL FORM)

**SPONSORSHIPS** $ _____
(INVOICED AT CONFIRMATION)

**TOTAL CHARGES** $ _____

☐ **WILL PAY IN FULL** OR ☐ **$200 BOOTH RESERVATION DEPOSIT (BEFORE 12/1/26 ONLY)**

**PAYMENT TYPE ACCEPTED: CHECK PAYABLE TO "CMBA" OR CREDIT CARD (5% PROCESSING FEE)**

**COMPANY NAME:** _____

**CARDHOLDER'S NAME:** _____

**CARDHOLDER'S ADDRESS:** _____

**CITY:** _____ **STATE:** _____ **ZIP:** _____

**CARD NUMBER:** _____ **EXP:** ___/___ **CODE:** _____

**EMAIL ADDRESS FOR RECEIPT:** _____

***ATTACHED*** ☐ CERTIFICATE OF INSURANCE ☐ ST19 FORM

DEPARTMENT OF REVENUE

ST19

# Operator Certificate of Compliance

Read the information on the back before completing this certificate. **Person selling at event:** Complete this certificate and give it to the operator/organizer of the event. **Operator/organizer of event:** Keep this certificate for your records.

**Do not send this form to the Department of Revenue.**

**Print or Type**

Name of Business Selling or Exhibiting at Event

Minnesota Tax ID Number

Seller's Complete Address

City

State

ZIP Code

Name of Person or Group Organizing Event

Name and Location of Event

Date(s) of Event

**Merchandise Sold**

Describe the type of merchandise you plan to sell.

**Sales Tax Exemption Information**

Complete this section if you are not required to have a Minnesota tax ID number.

☐ I am selling only nontaxable items.

☐ I am not making any sales at the event.

☐ I participate in a direct selling plan, selling for _____*(name of company),* and the home office or top distributor has a Minnesota tax ID number and remits the sales tax on my behalf. This is

☐ a nonprofit organization that meets the exemption requirements described below:

_____ Candy sold for fundraising purposes by a nonprofit organization that provides educational and social activities for young people primarily aged 18 and under *(MS 297A.70, subd. 13[a][4]).*

_____ Youth or senior citizen group with fundraising receipts up to $20,000 per year ($10,000 or less before January 1, 2015)*(MS 297A.70, subd. 13[b][1]).*

_____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14.

**Sign Here**

*I declare that the information on this certificate is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.*

Signature of Seller

Print Name Here

Date

Daytime Phone

**PENALTY —** Operators who do not have Form ST19 or a similar written document from sellers can be fined a penalty of $100 for each seller that is not in compliance for each day of the selling event.

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# Partial Rules

## Regulations & Instructions

All Exhibitors applying for exhibit space through the "Application and Contract for Exhibit Space" shall abide by the following "Rules and Regulations."

**PAYMENT TERMS:** Full payment per booth must be submitted with "Exhibit Space Application and Contract". All monies due must be paid 30 days prior to the show. Booth fee is non-refundable after February 1, and this contract is non-cancelable and non-assignable. If balance is not paid when due, Exhibitor shall forfeit the exhibit space, all deposits made, and must pay entire amount due to CMBA. If CMBA rejects the Exhibitor's application, booth fee will be promptly refunded. Any legal fees and/or cost of fulfilling terms of this contract are liable to and will be paid by Exhibitor.

**CERTIFICATE OF INSURANCE:** A Certificate of Insurance certifying general liability coverage for the dates of the Show listing CMBA as an additional insured must be submitted to CMBA before the Show.

**ST19 FORM:** Must be submitted to CMBA prior to the show.

**BOOTH LOCATION:** Every effort is made to give Exhibitor his/her preferred location. Space or numbers may be changed by CMBA for the benefit of Exhibitors or the event. If, for unforeseen circumstances, date, location, or name of event must be changed for the benefit of CMBA and the show, this contract will still remain in effect.

**SUB-LETTING SPACE:** No exhibitor shall assign, sub-let or apportion the whole or any part of the space allotted to him, nor exhibit therein any other goods, apparatus, service, advertising signs, etc., then those manufactured or sold by the exhibitor in the regular course of his business, without the written consent of CMBA management.

**FOOD & BEVERAGES:** Merchandising of food or beverages is not allowed unless given prior approval from the River's Edge Convention Center.

**SOLICITING:** There can be no soliciting or setting literature or displays outside your designated booth space without the permission of CMBA staff. All exhibits are for display purposes only. No high-pressure sales tactics. CMBA must approve any items to be sold at the show.

**STAFFING BOOTH:** All booths must be staffed during the Show open hours. Exhibitors who take down their booths before end of show on Saturday, will not be allowed to display in next year's show.

**SOUND CONTROL:** Sound-emitting equipment will be permitted, but Exhibitor must keep all sound at a level that will not disturb neighboring exhibits.

**HELIUM BALLOONS:** Helium balloons will not be allowed.

**BATTERY PACKS USED FOR PORTABLE POWER ARE NOT ALLOWED**

**LP CYLINDERS:** Compressed flammable gas cylinders and flammable or combustible liquids shall be prohibited within exhibit halls and assembly occupancies (Convention Center). LP cylinders will not be allowed; neither will hoses running through the building or to an outside tank. Electric flame images will be allowed in the fireplaces. Use of solid fuel burning appliances for display purposes will not be allowed. This means no operating corn burners, etc. Gas grill cooking will not be allowed.

**WAVIER OF LIABILITY:** CMBA should not be responsible for any damage or injury that may happen to Exhibitor or its agents, employees or property from any course whatsoever except the gross negligence or willful misconduct of the CMBA or its employees, arising out of CMBA duties and responsibilities under this agreement. Exhibitor expressly releases CMBA, its directors, officers, agents and employees from any such loss, damage or injury. CMBA is not responsible for any lost or stolen items. Exhibitor agrees to hold the CMBA harmless and indemnify it from and all claims made by any of its agents, representatives, employees or volunteers made against the CMBA for any damaged, lost or stolen property and any personal injury which may occur in the course of their participation in the Home Show.

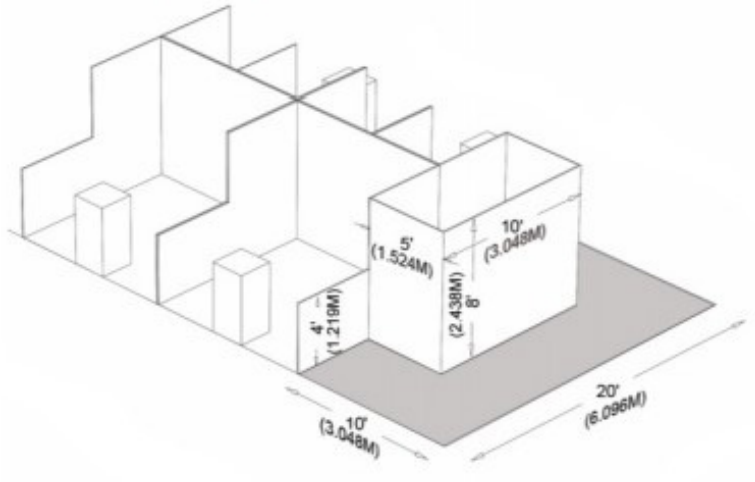
**CARE OF BUILDING & EXHIBITS:** Exhibitors will be responsible for any damage done to the building by them, their agents, or employees. All property destroyed or damaged by the exhibitors must be placed in its original condition at the exhibitor's expense. Walls, woodwork, and floor of the building must not be defaced or altered in any manner whatsoever. Tacking, taping, or nailing of signs, banners, etc., to any permanent walls or woodwork or beyond the limits of any background is prohibited. No nails or bracing wires used in erecting displays may be attached to the building. Exhibitors will be required to keep their booth displays neat and orderly throughout the show.

**CMBA RIGHTS:** CMBA reviews all exhibits to ensure the quality of the show. CMBA reserves the right to refuse any exhibit, exhibitor, or employee which, in the opinion of CMBA, is not in the best interest of the show.

**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 CMBA. All matters and questions not covered by the above will be subject to final judgment and decision by CMBA. 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. CMBA shall have the right to take possession of Exhibitor's space, remove all persons and properties of Exhibitor, and hold Exhibitor responsible for risks and expenses incurred in such an event.

**BOOTH CONSTRUCTION:** Each Exhibitor is entitled to a reasonable sight-line from the aisle, therefore, in all linear exhibits the front three feet of exhibit space must not have any equipment or display material over 42 inches high. Peninsula exhibits (end-caps) must allow a reasonable sight-line for the booths they are next to. See images for more detail. Any display materials exposing an unfinished surface to neighboring booths must be finished at the exhibitor's expense. Only professional signs allowed.

**End-cap Booth**



# Home Show Map

HOMESHOW
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## End-caps

**(Booths are reserved together & will not be split)**
101 & 202, 111 & 212, 201 & 302, 211 & 312, 311 & 412, 411 & 512, 501 & 602, 511 & 612, 601 & 702, 611 & 712

## Set Up and Take Down

**(All Booths with the exception of ORANGE Box)**
Set up - Thursday 12 PM - 7 PM & Friday 9 AM - 1PM
Take Down - Saturday 4 PM - 7 PM & Sunday 8 AM - 12 PM

## Show Hours

Friday 2pm - 7pm
Saturday 9am - 4pm