



Home Builders Association of Wilkes & Yadkin County
Application to Host Membership Meeting

WYHBA provides:

- ~ Minimum of 2 event announcements (mailings – email) to publicize event
- ~ Company logo displayed on direct mail piece to membership with event details
- ~ Additional announcements (only available to events scheduled far enough in advance)
- ~ E-mail blast sent to membership a minimum of five days prior to the event and the day before event
 - ~ Article with photographs as follow-up to the event on HBA web site
 - ~ Complimentary one-month 'Feature' location on HBA web site
 - ~ HBA assistance with "meet & greet" at the door
 - ~ Any further assistance to help ensure successful event

WYHBA Hosting Company provides:

- ~ Food: Minimum of light hors d'oeuvres* (The HBA will help estimate expected attendance)
- ~ Beverage: Water, tea, coffee, and soft drinks. No alcohol permitted.
- ~ Event Location: Indoor Space and/or tented space required with ability to safely hold 30+ people
 - ~ Parking: Ability to safely park vehicles
 - ~ Door Prizes (Optional)

Event Dates: Check with the HBA office to determine available dates. Generally, membership meetings are held on the third Thursday of a month. Date choices are not guaranteed. The event begins at 6.30pm. Please list two choices below:

Date 1: _____ Date 2: _____

Billing terms: Hosting is \$150.00. Payment is required in full 15 business days prior to the scheduled event.

Cancellations: Any cancellation must be received at least 15 business days prior to the scheduled event in order to receive a full refund.

Check Enclosed Send an Invoice (any payment deadlines still apply) Total Amount Charged: \$ _____

Upon approval, the Hosting Company may showcase its products and services, provide a company representative to lead any demonstration or discussion, and/or have the HBA provide a speaker or program at your location. I have read and understand the above application and agree to the terms and conditions listed herein. I am aware that the WYHBA must approve all applications and upon approval I will be notified.

WYHBA Member's Signature

Date

Send Application to: PO Box 902 Wilkesboro, NC 28697

Office use:

Phone: 336-667-5455

Date Received: _____

Email: Homewilkes@aol.com

Review Date: _____

Approval: _____