



3146 Custer Drive | Lexington, KY 40517  
P. 859-273-5117

## Memorandum

**To:** Builder / Remodeler Members of the BIA Central KY Remodelers Council  
**From:** Alli Brummer  
**Date:** March 27<sup>th</sup>, 2024  
**Re:** 2024 Tour of Remodeled Homes – August 24-25

***Showcase your BEST Remodel Projects. Check with your Homeowners and line up those entries! Entry fee discounts available with multiple entries.***

This year's **Tour of Remodeled Homes** will be held Saturday, August 24th and Sunday, August 25th from 12 PM until 5 PM each day. Virtual Tours will be posted on the BIA website and continue to be available after the Tour.

Take advantage of this opportunity to showcase the home remodeling possibilities with your company. Participants from 2023 reported that approximately 250 individuals visited their projects during the tour.

Attached please find the following items:

1. Entry Form
2. Rules & Regulations
3. Homeowner Waiver Form
4. Timeline & Deadline Sheet

**Entry deadline is Monday, June 14th**

*(Homeowner waiver, certificate of insurance, and the payment, are **all** due at this time).*

***Project listings are ordered in all TORH promotion based on the order in which your completed application is received. COMPLETED = Entry form, homeowner waiver, certificate of insurance and payment must be turned into the BIA Central KY Office!***

**~~PLAN BOOK INFORMATION – IMPORTANT – PLEASE READ!~~**

AFTER YOUR ENTRY FORM HAS BEEN RECEIVED, BIA CENTRAL KY WILL EMAIL A LINK REQUESTING THAT YOU COMPLETE AN ELECTRONIC FORM TO PROVIDE YOUR PROJECT INFORMATION FOR THE PLAN BOOK. **We are excited to announce that the 2024 plan book will be printed in TOPS Magazine again this year.** For timely printing of the plan book, all information requested must be submitted by July 8th electronically via LINK to be emailed. **Late completions of this form could result in missing print in the 2024 Tour Guidebook.** **Project information requested will include:** 1. Address 2. Project Type 3. Description 4. Directions 5. Number of Directional Signs Required, etc.

*Do you have subcontractors or suppliers interested in being an event sponsor? Contact Alli Brummer at 502-614-9828*

**THE BUILDING INDUSTRY ASSOCIATION OF CENTRAL KY REMODELERS COUNCIL  
2024 TOUR OF REMODELED HOMES August 24-25, 12 - 5 PM**

**REMODELER AGREEMENT RULES AND REGULATIONS**

**ENTRY FEE STRUCTURE – Entry Form with Deposit Due June 14th, 2024**

<b>First-Time Participant</b>	<b>All Other Participants</b>
1 <sup>st</sup> Entry - \$1300	1 <sup>st</sup> Entry - \$1500
2 <sup>nd</sup> Entry - \$1100	2 <sup>nd</sup> Entry - \$1300
3 <sup>rd</sup> Entry - \$900	3 <sup>rd</sup> Entry - \$1100

TOTAL ENTRY FEES: \$ \_\_\_\_\_ 50% DUE WITH CONTRACT. \*Balance due by **June 17, 2024** prior to media advertising. NO CANCELLATIONS ACCEPTED\* (Please use payment form on page 5)

**RULES AND REGULATIONS**

WHEREAS, the success of the Tour of Remodeled Homes depends upon the cooperation of all participants to put their best foot forward, it is agreed between the undersigned and the Building Industry Association of Central Kentucky’s REMODELERS COUNCIL that these RULES AND REGULATIONS shall be adhered to:

- Each participant shall be a Builder / Remodeler Member of the *Building Industry Association’s Remodelers Council*, in good standing 30 days prior to entry deadline for the Tour of Remodeled Homes. If either membership is set to expire prior to the Tour date, it must be renewed prior to the entry deadline in order to be eligible for the tour.
- All entries received will be reviewed by the Tour of Remodeled Homes Committee.
- During the 2024 TOUR OF REMODELED HOMES, participants shall have their entries open at the established hours and have a representative on duty during display hours.
- Each participant will be permitted to purchase advertising space in TOPS promoting the 2024 Tour.
- Failure to comply with the Rules and Regulations and Agreement subjects the Builder / Remodeler to forfeiture of all privileges set forth and no refund will be given.

**AGREEMENT**

THIS AGREEMENT is between the Building Industry Association of Central Kentucky (BIA) Remodelers Council ("Council") and \_\_\_\_\_ Builder / Remodeler Member of the Council.

**BUILDER / REMODELER RESPONSIBILITIES:**

- Builder / Remodeler will have available a remodeled home(s) at the following address(s) to be shown in the 2024 Tour of Remodeled Homes promotion. Please list street address, county, and zip code:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
- Builder / Remodeler will have home(s) in totally finished condition (interior furnishings optional)** interior trim, floor coverings, cabinets, light fixtures, plumbing fixtures, thoroughly cleaned, etc. Exterior trim finished and painted, walks, yard graded and sodded (or straw covered), all trash cleaned from around the home ready for showing no later than one week prior to opening date. The above is applicable to the remodeled project.
- Builder / Remodeler will hold home(s) open and will have home(s) appropriately staffed (i.e. knowledgeable sales staff, etc.) during all show hours which are 12 – 5 PM.

<b>Office Use Only:</b>	<b>ENTRY NUMBER:</b> _____
Items received: <input type="radio"/> Homeowner Waiver <input type="radio"/> Certificate of Insurance <input type="radio"/> Payment	



4. Builder / Remodeler is responsible for security at the home. The Builder / Remodeler will be responsible for the placement of directional signs (provided by the BIA) and other identifications and same shall be removed and returned to the BIA office within two (2) days of the conclusion of the promotion.
5. Builder / Remodeler shall furnish by **June 14th**, satisfactory evidence of public liability insurance, including a copy of an endorsement adding the Building Industry Association of Central Kentucky (3146 Custer Drive, Lexington, KY 40517) as an additional insured.
6. Builder / Remodeler agrees all commitments, entry fees, plans, directions, and other pertinent information shall be received in the BIA Central Kentucky's office no later than **June 14th**.
7. Builder / Remodeler agrees to check for wrist bands OR (for first time attendees) EventBrite admission tickets for all projects both days.
8. Builder/Remodeler agrees to give wrist bands (provided by the BIA) to each ticket holder.
8. Builder / Remodeler agrees that failure to comply with any of the stated agreement subjects said Builder / Remodeler to forfeiture of all privileges set forth and forfeiture of all fees paid.

**THE COUNCIL AGREES:**

1. To provide advertising and promotional efforts for the 2024 Tour.
2. To provide sponsor signs, on-site identification for each house, and directional signs (to be placed by Builder / Remodeler).
3. To provide a one-page Project Entry Description in the Tour of Remodeled Homes Plan Book.
4. To provide a professional photo shoot after project completion (**By: July 31, 2024**) to be used in the Plan Book.
5. To provide a listing of entry on *biacentralky.com*; listing can include video of project, still photo slide show of project, direct link to your website, contact information, short project description, and turn by turn directions; *all content for promotional listings must be provided by the Builder / Remodeler*.
6. To provide Tour of Remodeled Homes Guidebooks in TOPS Magazines for distribution by the Builder / Remodeler (to be dropped off at Entry Address, number of plan books to be determined at a later date).
7. To provide one event banner which shall be displayed at each project on the tour.
8. To provide one (1) Sponsor Board that includes all sponsors listings, and (1) Partner Print Board that includes the TOPS front cover edition of the Tour of Remodeled Homes. These **MUST** be displayed at each project!
9. To provide 10 complimentary wrist bands to be given away to friends, family, vendors, clients, etc. Additional tickets may be purchased for \$7.50 (Ticket Value =\$15).
10. Dates of the 2024 Tour of Remodeled Homes promotion are **August 24-25, 2024**. If conditions beyond the Council's control compel a change in dates or cancellation of the promotion, Builder / Remodeler agrees to hold Council harmless for such.

Builder / Remodeler Name	Builder / Remodeler Company Name		
By (Signature)	Email Address		
Address	City	State	Zip Code
Office Phone Number	Cell Phone Number	Website	Date

In addition to the contact person above, please send Tour correspondence to the contacts listed below:

Contact Name	Cell Number	Email Address

PLEASE SIGN & RETURN ENTRY FORM AND FEE TO BIA CENTRAL KY REMODELERS COUNCIL  
3146 CUSTER DRIVE, LEXINGTON, KY 40517 BY **June 14<sup>th</sup>, 2024**



## 2024 TOUR OF REMODELED HOMES Annual Awards Entry Option

*BIA Central KY's annual awards program (held in November) recognizes those members who have helped shape the BIA into the association that it is today by inducting deserving individuals into the BIA Central KY Hall of Fame (when appropriate), as well as recognizing one Builder, Remodeler, and Associate member for their outstanding service to the Association. During the evening we will also bestow honors to award-winning remodeling and new home construction projects, as well as associates and realtors who go above and beyond all year long!*

*If you would like to submit a Tour of Remodeled Homes project for Annual award consideration, please select the appropriate category below and add the corresponding amount to the payment form on page 4.*

**First Salute to the Stars Entry:**                 **\$80**  
**Additional Salute to the Stars Entries:**   **\$65 each**

X	CATEGORIES	PROJECT ADDRESS: (City, State, Zip)
	Best Kitchen Remodel \$0-\$75k	
	Best Kitchen Remodel \$75k-\$125k	
	Best Kitchen Remodel \$125k +	
	Best Bathroom Remodel \$0-\$40k	
	Best Bathroom Remodel \$40k-\$75k	
	Best Bathroom Remodel \$75k +	
	Best Home Addition \$0-\$125k	
	Best Home Addition \$125k-\$250k	
	Best Home Addition \$250k-\$500k	
	Best Home Addition \$500k +	
	Best Whole House Renovation Under \$250k	
	Best Whole House Renovation \$250k-\$500k	
	Best Whole House Renovation \$500k +	
	Best Outdoor Living \$0-\$125k	
	Best Outdoor Living \$125k-\$250k	
	Best Outdoor Living \$250k-\$500k	
	Best Outdoor Living \$500k +	
	Best Garage \$0-\$75k	
	Best Garage \$75k-\$125k	
	Best Garage \$125k-\$250k	
	Best Garage \$250k +	

**Contact Name:** \_\_\_\_\_ **Company Name:** \_\_\_\_\_

**Cell Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

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• **Materials Required for Submission**

- Floor Plan (Before & After Recommended)
- (5-10) Professional Quality "Before" Pictures
- (5-10) Professional Quality "After" Pictures
- Short Written Description of the Design Problem or Criterion and the Solution

• **Judging Criteria**

- Layout and Flow of Floor Plan
- Efficient Use of Space
- Craftsmanship of Interior and/or Exterior Features
- Special Design Features
- Successful Blending with Existing Structure





**2024 TOUR OF REMODELED HOMES  
RELEASE, WAIVER AND INDEMNITY AGREEMENT**

The \_\_\_\_\_ (Builder/Remodeler) assumes full responsibility for any and all risks of bodily injury, death, property damages or theft occurring on the Homeowner's property located at the following address.

\_\_\_\_\_ during the 2023 Tour of Remodeled Homes to be held **August 24-25**, whether due to the negligence of any person or due to any cause whatsoever except for the gross negligence of the Homeowner.

The Builder/Remodeler shall furnish, by **June 14th**, satisfactory evidence of public liability insurance and include a copy of an endorsement adding the Association as additionally insured.

For valuable consideration, the Homeowner and the Builder / Remodeler release and discharge the Association from any claim or causes of action arising on account of injury to the Homeowner's person or property or theft thereof.

The Homeowner and the Builder / Remodeler expressly agree that this Release, Waiver, and Indemnity Agreement is intended to be broad and inclusive. The validity, illegality, or unenforceability of any provision of this agreement shall not affect any other provision hereof.

The Homeowner, Builder / Remodeler and Association acknowledge that he, she or it has read and understands the Release, Waiver and Indemnity contained in this Agreement.

IN WITNESS WHEREOF, the Association, Homeowner and Builder / Remodeler have signed this Agreement as of the date set forth below.

**HOMEOWNER:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**BUILDER/REMODELER:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Building Industry Association of Central Kentucky**

**BY:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## 2024 TIMELINE & DEADLINE CHECKLIST

- March 27** Email Entry documents to Remodelers
- June 14** Registration deadline (50% Deposit due with entry form)
- June 14** Provide BIA Certificate of Insurance (naming BIA Central KY as additional insured)
- June 14** Return Homeowner Waiver with entry form
- June 16** BIA to email Microsoft Forms Link to Remodelers to complete Plan Book Entry Form
- June 17** Final Payment Due for all project entries
- July 8** Remodeler to provide project info to BIA via Microsoft Forms link
- July 12** **Sponsorship Commitment deadline (signature in hand)**
- July 12** Plan Book and digital advertisement space reservation deadline (signature in hand)
- July 12** Deadline for electronic submission of Plan Book items
  - “Before” Photo for Guidebook\*
  - Remodeler Logo\*
- July - TBD** Project **after photos** scheduled with the BIA photographer, Mark Mahan + Local News Interviews
- July 22** Plan Book and digital camera-ready ad artwork due to BIA Central KY office
- July 24** **TOPS goes to print**
- July 29- Aug 2<sup>nd</sup>** Photos for Online Map & Mobile App (Up to 6 photos)
- Aug 9** Ten complimentary tickets are available for pick up at the BIA Office
- Aug 22, 3 PM** Participant Orientation and sign pick up at the BIA Office
- Aug 24-25** **Tour of Remodeled Homes open for viewing (Noon-5 pm)**
- Aug 26-30** **Return all banners and signs to the BIA Office** (these will be reused next year)

\*Before /after photos and remodeler logos for guidebook MUST be high resolution files.