



Asheville Home Builders Association Builder After Hours Contract

Business Name: _____ Phone: _____

Contact Name: _____ Email: _____

AHBA provides:

- ❖ 2 event announcements and 1 follow-up to the event publicized in the Weekly Briefing
- ❖ Email blast and phone tree will be sent to AHBA members a minimum of 4 days prior to the event
- ❖ Company will receive the RSVP list for use as a leads list
- ❖ 2 Announcements in Newsletter – One in issue prior to the scheduled event and one in issue during the month which scheduled event is held
- ❖ Article with photographs in Newsletter as follow-up to the event
- ❖ Company logo displayed on a direct mail piece to each builder member with event details
- ❖ Company logo displayed with event details on AHBA Website Calendar
- ❖ Photographs from event will be displayed on AHBA Website for one month following event
- ❖ AHBA Door Prize given at event with host's business card attached – valued at \$50.00

Builder After Hours Host Company provides:

- ❖ Food and Beverage
- ❖ Entertainment (Optional)
- ❖ Additional Door Prizes (Optional)

Billing terms: Builder After Hours are \$450.00. Foundation Club members should contact the AHBA for discounted pricing. Payments must be paid in full one week before scheduled Builder After Hours. Payments may be made by Credit Card or Check, but a Credit Card number is required to hold reservation.

Cancellations: All cancellations must be received in writing. Cancellations received up to 5 weeks prior to the event will receive a full refund. Cancellations made after 5 weeks prior to the event will be charged a 50% processing fee on provided credit card unless other payment arrangements have been made.

CHARGE MY CREDIT CARD FOR THE TOTAL AMOUNT INDICATED MasterCard Visa

Card Number: Exp. Date: / 3-digit Code

Billing Address: _____ City/State/Zip: _____

Required information:

I understand that I am required to provide a credit card number above to secure my reservation. I understand that this card number will be kept on file and will be charged automatically on the date of scheduled Builder After Hours unless previous payment arrangements have been made. In the event of a cancellation, my card will be charged the appropriate processing fee.

Charge Credit Card Full Amount Check Enclosed Send an Invoice*

Total Amount Charged: \$ _____ Signature: _____

*I understand that if invoice is not paid in full by time of scheduled Builder After Hours, my card will be charged the full amount.

I have read and understand the above contract and agree to the terms and conditions listed herein.

AHBA Member's Signature

Date (DD/MM/YY)

Send Contract to: PO Box 9722 Asheville NC 28815

KC Hart, Director of Marketing & Communications

Phone: 828-299-7001 Fax: 828-299-7008 Email: kc@ashevillehba.com

Office use:

Date Received: _____

Total Amt: _____

Amt Received: _____

Fee Amt: _____