



December 2011

Dear Potential Exhibitor/Sponsor:

Our 6th annual *Come Home to Howard County* Housing Fair is right around the corner, and we hope that you will join us at this highly anticipated event. We attracted over 800 attendees in search of Howard County living information, who talked with 47 exhibitors at last year's Fair. There is no other event like this in the region so you don't want to miss this!

The *Come Home to Howard County Housing Fair* will be held on **Saturday, April 14, 2012** from **10:00 a.m. to 2:00 p.m.** at Long Reach High School and is brought to you by County Executive Ken Ulman and Howard County Housing.

This free event is a unique opportunity for the community to meet with a full range of real estate professionals; receive a free credit report; take a guided bus tour of select new housing developments; win free prizes from drawings throughout the entire event; and possibly be the winner in our housing lottery drawing. Participants can select from over 20 educational sessions throughout the day, from *Buying Your First Home* to *Foreclosure Prevention* – an excellent way for you to connect directly with consumers.

We market this event throughout the greater Baltimore region through print and online advertising, social media, radio and television promotions, including reaching out to foreign born residents. Our web site, **www.ComeHomeToHowardCounty.org**, will continue to serve as the portal for this event and other housing agency event related information.

We invite you to become a sponsor or exhibitor and present your products and services to this highly sought after audience. Exhibit space goes fast and is limited, so don't wait to respond. Please review the enclosed materials and submit your registration form today.

The deadline for exhibitor applications and payment is March 28, 2012. For questions, please contact Christopher Julien at (410) 313-6343 or cjulien@howardcountymd.gov.

Thank you for your support of Howard County living, a great place to call home!

Sincerely,

Stacy L. Spann
Director, Howard County Housing





Saturday, April 14, 2012
 10:00 a.m. to 2:00 p.m.
Long Reach High School
 6101 Old Dobbin Lane
 Columbia, MD 21045

Full payment must be received with registration to secure space at event

Registration & Payment due March 28, 2012

Make checks payable to:
 Howard County Housing Commission

Mail to:
 Come Home to Howard County
 c/o Howard County Housing Commission
 6751 Columbia Gateway Drive
 3rd Floor
 Columbia, MD 21046

Contact: Christopher Julien
 Fax: (410) 313-6064
(no coversheet required)
 Phone: (410) 313-6343
 cjulien@howardcountymd.gov

Exhibitor Set up:
 Saturday, April 14, 2012
 7:30 a.m. to 9:30 a.m.

Submit this form NOW to reserve your placement.

Submit full payment with registration to secure your space.

www.ComeHomeToHowardCounty.org



EXHIBITOR REGISTRATION FORM

Exhibitor Name (as it will appear for signage): _____

Contact Person: _____

Title: _____

Address: _____

Phone: (O) _____ (F) _____

Mobile: _____

Email: _____

Website: _____

Select ONE (see attached sheet for pricing tiers):

SPONSORSHIPS

- \$ 4000 Exclusive Housing Partner
- \$ 3000 Platinum Sponsor
- \$ 2500 Gold Sponsor
- \$ 2000 Silver Sponsor

EXHIBITORS

- \$ 950 Exhibitor Plus+ (for-profit company)
- \$ 450 Exhibitor Plus+ (non-profit)
- \$ 650 Exhibitor (for-profit company)
- \$ 150 Exhibitor (non-profit)
- \$ 50 Howard County Government Agency **only**

Exhibitor Requirements:

- \$25 Electrical connection(exhibitor provides extension cord)

Exhibitor Fees:

Total of above costs \$ _____

Booth location is determined in order of receipt of registration and payment.

**Please Note that on-site WiFi connections are not available.*

- Consumer education sessions are a big attraction of the event;** please indicate if you are interested in teaching one. Please give topic and instructor name(s): _____

- Donate a Prize!** We give away exciting prizes throughout the day. Check this box if you have a donation and we will follow up with you, it's a great way to call attention to your company! *Exhibitors are not eligible to win prizes.*



**HOWARD COUNTY, MARYLAND
 VENDOR/EXHIBITOR/PERFORMER AGREEMENT
 “Come Home to Howard County” Housing Fair**

Vendor/Exhibitor/Performer hereby makes application to participate in the “Come Home to Howard County” Housing Fair (the “Event”) sponsored by the Howard County Department of Housing on Saturday, April 14, 2012. Vendor/Exhibitor/Performer understands and agrees to abide by all rules and regulations of the Howard County Government and the Howard County Board of Education.

By sponsoring the Event, Howard County is not insuring you or your organization for this Event. You/your organization are completely responsible for damages or injuries that occur to any persons or property whatsoever as a result of your participation in the Event, including but not limited to the exhibit itself. You must have adequate insurance for your participation in the Event. Notwithstanding insurance maintained, Vendor/Exhibitor/Performer agrees to be financially responsible for any and all damage or injury to persons or property caused by its vehicles, property, employees, contractors, agents, or volunteers anywhere on the property, including during set-up and removal of exhibits.

You must understand and practice sound safety procedures for your activities including proper supervision of all staff and activities and proper set up and take down of exhibits.

Vendor/Exhibitor/Performer agrees to hold harmless Howard County Maryland, and the Howard County Board of Education and their respective officers, employees, agents, and volunteers, from and against any and all liability or claims for damages of any kind arising from Vendor/Exhibitor/Performer’s participation in the event.

Name of Vendor/Exhibitor/Performer - Organization

Name of Person Responsible

Date _____

Signature of Person Responsible and Authorized to Enter into this Agreement on Behalf of Vendor/Exhibitor/Performer - Organization

Address

() _____
Telephone Number(s)

E-Mail