

GRO **Parade of Homes** **Handbook**

2026-2027

Appendix

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PARADE *of Homes*

Mission

Showcase high-end, unique and innovative live-able homes in a single site home show through an educational and professional setting.

Vision

To be the leading home showcase in the Pacific Northwest, recognized for setting the standard in design, sustainability, and livability while strengthening community appreciation for the value of homeownership and the impact of the building industry.

Values

Excellence

We celebrate superior craftsmanship, innovation, and design that raise the standard of homebuilding in Clark County.

Community

We foster connections among builders, trade partners, homebuyers, and design enthusiasts, building pride in our local industry.

Inspiration

We spark creativity and imagination by showcasing forward-thinking designs, trends, and lifestyle solutions.

Integrity

We uphold the highest standards of professionalism, compliance, and ethical practices in all aspects of the Parade.

Collaboration

We bring together builders, designers, trades, and industry partners to create an experience greater than the sum of its parts.

Stewardship

We promote sustainable building practices and support the long-term economic vitality of our region.

Essential Information

Location: Vancouver, Washington

Development: Emerald Grove Subdivision

Developer: Identity Homes

Lots: 1, 2, 3, 4, 13, 14, 15, 16

Parking Lots: 5-12 (~4 acres, weather-proofed)

Hosted by: Building Industry Association (BIA)

Parade Dates: September 11-27, 2026

VIP/Industry Night: September 10, 2026

Driving Directions For Internal Use Only

15808 NW 11th Avenue, Vancouver, WA 98685

Take I-5 to Fairgrounds (NE 179th Street) exit. Head west on NE 179th to NW 11th Avenue. Head south on NW 11th Avenue to site.

Ticket Pricing

\$15 for adults (over 12)

\$5 for 6mo - 12 years

Lot prices \$500,000

Lot sizes 16,000sf. (wide lots, accommodate side by side shops/RV buildings (avoids long driveways and shops taking up back yards).

Lots Available Up to 8 lots (lots 5-12) for parking are reserved at 16,000sf each (2.92acres).

Natural Gas NW Natural Gas is available.

Parking Plan attached has a sample of 4 lots (lots 5-8) = to 1.46acres (64,000sf) that can accommodate up to 120-130 parking spaces including street parking.

About

Chinook Elementary, Alki Middle and Skyview High schools.

Walking distance to Whipple Creek Trails, a large Clark County Legacy Lands park and trail system. Desirable Fairgrounds locations. In 3 min going north from site, you are at I-5 interchange at NE 179th Street. In 3 min going south from site, you are to Salmon Creek (restaurants, Natures grocery, Fred Meyer, hospital, medical/dental clinics etc.). Comps for the area are sales in the "Trails at Whipple Creek" subdivision to the north ¼ mile and sales in the "Martin Meadow" subdivision to the south ¼ mile. Both are constructing and selling high end homes. Lot sales range from \$350,000 to \$420,000 and all lots are considerably smaller than Emerald Grove (cannot reasonably accommodate shops like Emerald Grove).

Essential Contacts

Developer

Identity Homes, LLC, PO Box 823356, Vancouver, WA 98682, Contact: Bryan Weed, (360) 241-9915, bryan.identityhomes@gmail.com

Show Production

Building Industry Association of Clark County

- **Sarah Neibert: Event Coordinator Interim & Builder Liaison**
 - sarah@biaofclarkcounty.org
- **Ian Harkins: Government Affairs Coordinator - Jurisdiction Liaison**
(Permitting & Inspections Trouble Shooting)
 - ian@biaofclarkcounty.org
- **Noelle Lovern: Executive Officer**
 - noelle@biaofclarkcounty.org
- **Elsa Temme: Marketing / Communication**
 - elsa@biaofclarkcounty.org

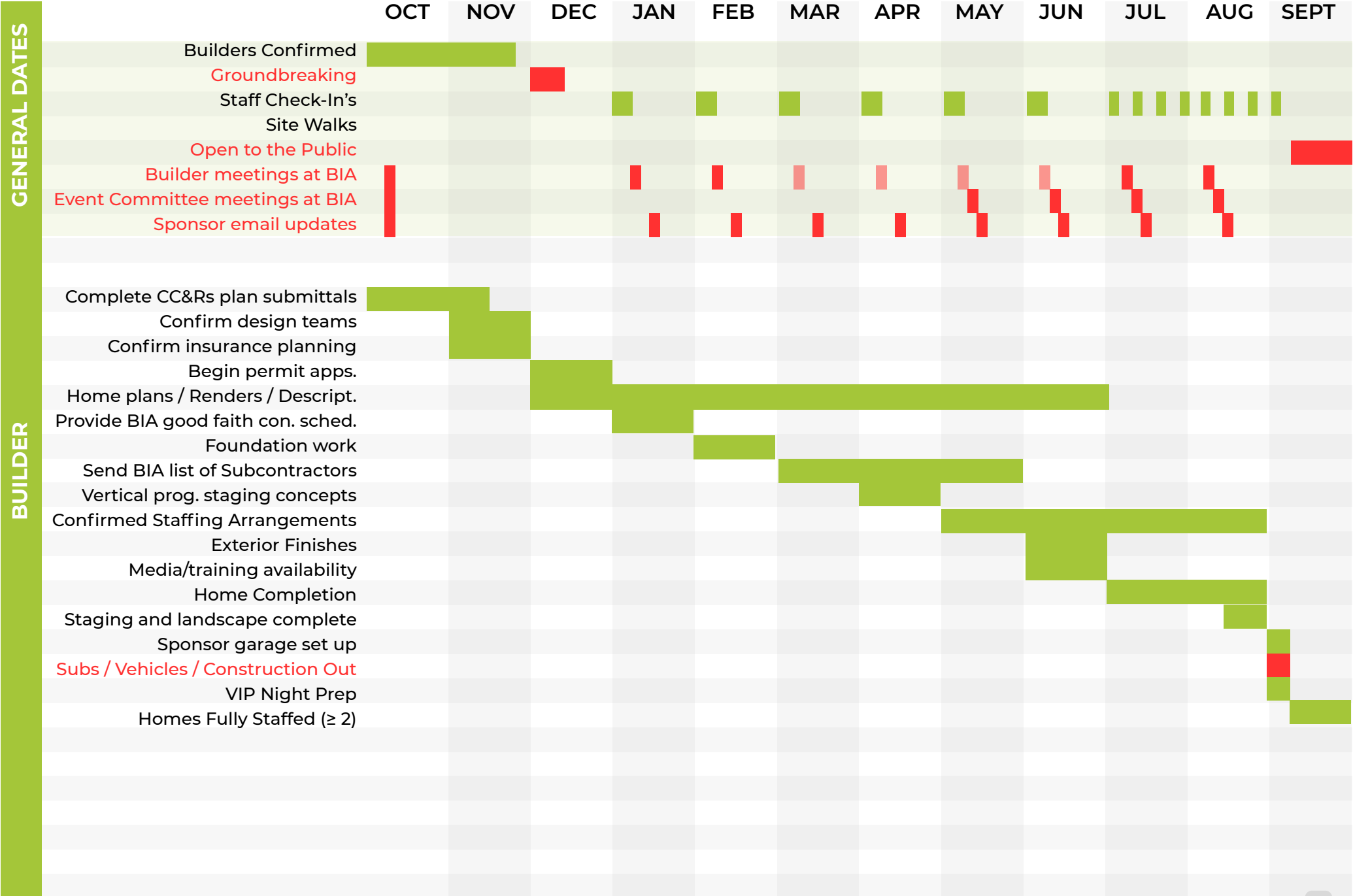
Emergency Response

911 - Address: 15808 NW 11th Avenue, Vancouver, WA 98685

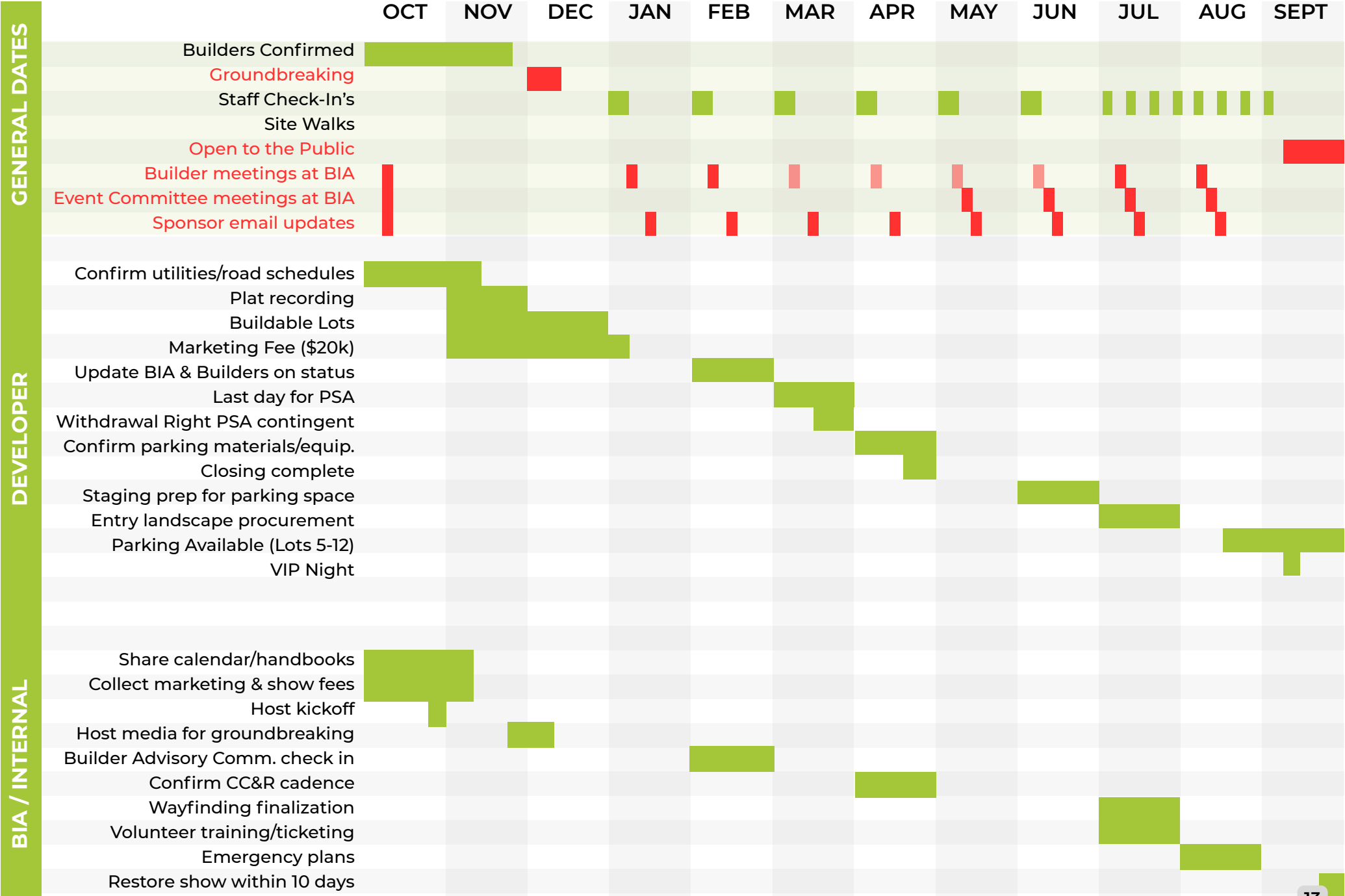
Staffing Schedule

Coming Soon!

2026 POH TIMELINE SNAPSHOT



2026 POH TIMELINE SNAPSHOT



Who Does What: RACI

RESPONSIBLE, ACCOUNTABLE, CONSULTED, INFORMED

R

A

C

I

Task	Dev.	BIA	Builder/Buyer
Make lots buildable by Dec 31, 2025	R A	C	I
Provide Parking Area ≥ 2 weeks pre-opening	R A	C	I
Coordinate labor / equip / materials for parking area	R A	I	I
Select & notify title company	R A	C	I
Maintain, mow, entry landscaping	R A	C	I
Traffic plans & street closures approval	C	R A	I
VIP Night & Show Ops	I	R A	I
Marketing & Sponsorships	I	R A	I
\$20,000 dev. marketing fee by Jan 5, 2026	R	I	N/A
\$10,000/lot marketing fee at closing	I	A	R via Builder/Buyer
Insurance procurement (BIA policy)	I	R A	I
Builder insurance certificates	I	A collect	R
Architectural approvals per CC&Rs	A	A	R submit
Street sweeper/wash 1 day before VIP Night	R	I	R
Provide liability insurance certificates ≥ \$1M	N/A	A collect	R
Directional / wayfinding / sponsor signs	I	R	I
Restock shoe covers	N/A	A have	R
Have tables for garage space	N/A	N/A	R
Power & water during construction	I	I	R
Private yard fencing	N/A	I	R
Overnight security coordination 7:30 PM–8 AM	I	R	I
Parade magazine info submission	N/A	R A	R Send to BIA
10 days after close, restore & clean event-only features	I	R A	I

Run of Show

Coming Soon!

Builder Media Checklist

Due February 2026

- Social media account names
- Website link
- Logo in .svg, .ai, .pdf or high res .png (all versions, vertical, horizontal, stacked, inverted, etc.)
- Team photo / Builder photo (Full body or torso and up, 4:5 aspect ratio)
- Public contact information (phone/email)
- Company mission statement (2 sentences)

Due March 2026

- Select time for video updates
 - w/ Elsa (quick social media)
- 3D Renderings
- Floor plans
- Description about the home
- Home for sale?
 - Estimated price
 - Agent / representative contact info

Due April 2026

- Home highlights
- Home descriptions
- Home size, bath, bed, style, etc.
- Home lot size
- Special features / unique qualities

Due June 2026

- Subcontractor list

Due July 2026

- Select time for more videos & media

Due Mid September

- Professional home photos



Scan to see all
2025 Examples



SEND TO
Elsa Temme, BIA Communication Manager
elsa@biaofclarkcounty.org | 360.946.7974

Subcontractor List Template p.1

	Company Name	Phone	Contact	Member?
Architect				
Drafting				
Designer				
Structural Engineer				
Geo Tech				
Erosion Control				
Surveying				
Staking				
Excavation				
Rock Supplier				
Foundation Company				
Pumping				
Framer				
Trusses				
Rofer				
Plumber				
Plumbing Fixtures				
Gas Pipe/Venting				
HVAC				
Central Vac				
Electrician				
Low Voltage				
Gutter				
Window Manufacturer				
Window Supplier				
Patio Doors and Garage Doors				
Insulation				
Sheet Rock Supplier				
Sheet Rock Contractor				
Concrete Supplier				
Decking Supplier				
Decking				
Handrail Supplier				
Handrails				
Millwork Supplier				

Subcontractor List Template p.2

	Company Name	Phone	Contact	Member?
Trim Carpenter				
Cabinets				
Hard Surfaces/Granite/Marble				
Fireplaces				
Fireplace Hearth				
Interior Painter				
Siding Supplier				
Siding Contractor				
Paint Supplier				
Exterior Painter				
Stone Mason				
Stone Supplier				
Stone Contractor				
Stucco Supplier				
Exterior Wood Detailing				
Lighting Supplier				
Appliances Supplier				
Flooring				
Tile Supplier				
Hardwood Supplier				
Slab Fabricator				
Slab Supplier				
Theatre Room				
Wallpaper				
Plaster				
Mirrors				
Shower Doors				
Wine Rooms				
Firepits				
Fencing Contractor				
Window Coverings				
Flatwork				
Landscaper				
Garbage Removal				
Interior Cleaners				

Subcontractor List Template p.3

	Company Name	Phone	Contact	Member?
Stagers				
Pool Contractor				
Pool Supplier				
Sport Courts				
Outdoor Kitchen				
BBQ				
Exterior Screen Company				
Interior Handrails				
Interior Closets				
Energy Certification				
Specialty Contractors				
Solar Panels				
Garage Cabinets				
Apoxy Floors				
Gym Equipment				
Water Features				
Moisture Testing				

**PARADE OF HOMES
BUILDER CONTRACT**

1. Effective Date. _____, 20____.

2. Parties. BUILDING INDUSTRY ASSOCIATION OF
CLARK COUNTY, (herein "BIA")
103 E. 29th St., Vancouver, WA 98663
Telephone: (360) 694-0933

and

Name

Street Address

City, State Zip

Telephone

Contractors Reg. No.

(herein "Builder").

3. Parade of Homes Site: Emerald Grove

This Agreement is made and entered into on the date first shown above by and between the named parties. In consideration of the covenants and agreements contained herein, BIA and Builder agree as follows:

4. Recitals.

A. Date of Parade of Homes: _____ through _____.

B. Pre-event function. The BIA will host a Pre-event "V.I.P./Industry" function prior to the commencement of the Parade of Homes. The V.I.P. Night shall be Thursday, September 10,

2026. On the day of the function Builder agrees to cease all exterior work, including but not limited to pressure washing, painting, and landscaping by 11 a.m. and all work vehicles must be removed no later than noon. On the day of the function Builder agrees to cease all interior work no later than 2 p.m., with the exception of interior staging and cleaning which may continue until 4 p.m. on the day of the function. Failure to do so will result in a fee of \$500 for every hour that the function is delayed. Initial: _____

5. Builder's Obligations.

A. Membership in BIA. To participate in the Parade of Homes, Builder must be a member of BIA. Builder warrants that Builder has been a member of BIA for the three years preceding the event dates and will maintain full and current membership and maintain its dues throughout the completion date of the Parade of Homes show. Builder further warrants that in each of the three years preceding the event dates it has constructed at least one home for sale to the general public, excluding family members, and has or will establish and maintain a mentor relationship with an experienced Parade of Homes builder. Exceptions to these requirements may only be made with the express written approval of the BIA.

B. Sales Price. So as to maintain consistency and quality in the homes which are part of the Parade of Homes show, BIA encourages, and Builder agrees to strive to create a home with features and amenities deserving of a suggested retail price and minimum value of \$ 1,500,000 dollars or more.

C. Approval of Plans. Builder agrees that it shall obtain approval by the Architectural Control Committee prior to the commencement of any construction.

D. Quality of Construction. Builder agrees that it will perform its work in a good and workmanlike manner and in accordance with all applicable CC&Rs, codes, ordinances and laws. BIA shall have the right, but not an obligation, to inspect the homes to ensure compliance with each subdivision's CC&Rs.

E. Unique Design. No two homes participating in the Parade of Homes shall be alike in floor plan or design. Builder agrees that it shall construct a home which is unique from the other homes participating in the Parade of Homes and make a good faith attempt to ensure the design of the house is as original as practical, given the physical constraints of the property being built on.

F. Requirements of Sponsor. The Parade of Homes will have one or more major sponsors. Builder agrees that it shall be bound by the terms of the sponsorship agreement between the major sponsors and BIA. BIA shall make available, upon request, to Builder any sponsor terms relating to Builder.

G. Builder Provided Plans/Renderings. Prior to the first day of May in the year the Parade of Home will occur Builder shall supply to BIA one set of electronic blueprints, stylized renderings, and floor plans for each house it is to construct in the Parade of Homes. Builder shall

also supply the BIA with a house name, description, applicable company logo, list of subcontractors and suppliers, (as reference below). The renderings and descriptions shall be used for advertising and publicity purposes. Initials: _____

H. Liability Insurance. Builder agrees to maintain liability insurance during the course of construction and throughout the term of the Parade of Homes, liability insurance in an amount not less than one million dollars to protect it and BIA from any claims under workers compensation and other employee benefit laws, for bodily injury and death and for property damage that may arise out of the construction of the homes under this Agreement or participation in the Parade of Homes. Builder shall have BIA named as an additional insured named on the insurance policy. Builder agrees to provide BIA with a certificate of insurance prior to the commencement of construction.

I. Clean Up. At all times during the course of construction and the Parade of Homes, Builder shall clean up daily all of its refuse and rubbish and properly remove all rubbish, excess materials, tools, equipment and structures no less than weekly. In the event Builder fails to do so, BIA may after reasonable notice to Builder clean up the premises at Builder's sole cost and expense. All Parade builders shall equally share in the street sweeping costs, which will be invoiced prior to the function.

J. Damage to Streets or Curbs. Builder shall have sole responsibility for damage to any streets or curbs as a result of its construction activities and any removal or driveway approaches or installation of additional driveway approaches.

K. Expenses. Builder shall be solely responsible for any and all expenses incurred during construction and during the Parade of Homes.

L. Minimum Square Footage. Builder shall construct homes with square footage not less than the minimum specified in the CC&Rs for the subdivision.

M. Access. Builder acknowledges that it is important for BIA to have access to the home for purposes, which include but are not limited to observing the course of construction of the home and compliance with any construction schedules or deadlines and ensuring compliance with CC&Rs. As such, Builder must furnish to BIA a key to the home as soon as the home has reached a point in construction where it is enclosed and able to be locked (and in no event later than one (1) day prior to V.I.P. night) as well as security codes or keys to any home alarm system. Builder shall give BIA unlimited access to the home during the course of construction and duration of the Parade. Builder agrees to completely furnish its home for the Parade of Homes. The home must be decorated and landscaped both in front and in back, complete with grass areas. Secondary bedrooms, offices, dens and/or bonus rooms, if not completely furnished, must be furnished with exercise equipment, artwork and/or other visually appealing furnishings.

N. Décor and Finishings. Builder agrees to completely furnish its home for the Parade of Homes, and it must be decorated and landscaped both in front and back, complete with grass areas. Secondary bedrooms, offices, dens, and/or bonus rooms, if not completely furnished, must be

accessorized with exercise equipment, artwork, and/or other visually appealing furnishings. Initial: _____

O. Completion Date and Schedule. Builder shall provide BIA with a construction schedule that will show in sufficient detail how Builder will meet all require deadlines. Builder agrees that the home shall be completed and ready for showing no later than one week prior to the date of the Pre-event function as set forth above. BIA shall inspect all homes for completion starting four weeks prior to the show. A written notice will be provided to Builder outlining any concerns or items which must be corrected prior to the commencement of the show. The BIA shall inspect all homes again two weeks and again one week prior to the show. A final inspection will be made the day prior to the show and any home not complete at that time will be pulled from the show and fenced off from the show.

P. Garage Space. Builder agrees to use the garage space as a showcase for BIA member subcontractors and suppliers to exhibit their products, services, and information throughout the duration of the show. There will be no staffing of booths in garages unless the BIA member is an official show sponsor. Builder is responsible for setting up all vendors in the garage and creation of a patron friendly traffic pattern through the exhibits. Garage doors must remain closed during show hours. All event spaces must be set up prior to the VIP/Pre-event function on September 10, 2026. Driveway space is solely for BIA's use for the duration of the show. Initial: _____

Q. Pre-sold Homes. Builder agrees that any pre-sold homes shall comply with all of the terms and conditions of this Agreement and the Builder/Buyer Agreement attached as Exhibit "B."

R. Signage. During the show, Builder will not permit any signs on the exterior or interior of the home or yard except those furnished by BIA or tasteful signage provided by sponsors. This includes promotional displays of any sort, such as posters, flyers and business cards. The only exception to this is one landscaping sign in the backyard of the home. Initial: _____

S. Marketing Fee. There is a \$10,000 Marketing Fee for each of the lots within the Parade of Homes. The first \$1,000 of the fees shall be non-refundable and payable to the BIA upon execution of this agreement. The balance of the Marketing fees are due no later than closing of each lot and payable to the BIA, and regardless of closing said fee shall be due and payable no later than 30 days after the date upon which developer makes a parade lot available for sale to builder. \$5,000 of the Fee shall be fully refundable if the Builder meets the completion dates, delivers all marketing information and materials on time, provides access to its subcontractors for membership presentations, participates in Builder Advisory Committee inspections, and attends mandatory Parade builder meetings.

T. Financial Ability. Builder represents and warrants that it has sufficient finances to purchase the lot and construct a parade home thereon.

U. List of Subcontractors and Suppliers. No later than May 1st, Builder shall complete a list of subcontractors, suppliers and others to be recognized for having a part in the construction of

the home. Said list may be posted at Builder's own option and expense in the home. Builder shall endeavor to use subcontractors and suppliers who are members of BIA. The list shall be provided to BIA no later than May 1 of the year of the show. Only members current with their membership dues with the BIA will be listed in the official Parade Magazine and on the website. Initial: _____.

V. Participation in Group Purchases. Builder will make a good faith attempt to participate in group purchases from preferred suppliers, facilitated by authorized BIA staff or the Parade of Homes committee, in realization of the importance of supporting show sponsors.

W. No Demonstrations or Exhibits. Builder shall not permit any demonstrations or exhibits in the home except those approved by BIA and those of Builder displaying its own homes or subdivisions. Builder displays may be in the home, in the garage or in other areas approved in writing by BIA.

X. Staffing of Homes. Builder agrees to have the homes staffed, open and ready for showing a minimum of 30 minutes prior to the opening each day of the Parade of Homes and must remain open and staffed at least until the gates to the Parade of Homes are scheduled to be closed. BIA shall have the right to open the homes to the public at the scheduled opening times if Builder or Builder's representative is not available. If the home has been opened by BIA more than once, a service fee of \$200.00 will be charged to Builder and BIA staff time for showing the home will be billed to Builder at an additional charge of \$200.00 per hour per person, for a minimum of one (1) hour. Initial: _____.

Y. No Food or Refreshments. Builder agrees not to allow any food or refreshments to be sold, given away or served to anyone on Parade premises other than those authorized by BIA.

XZ. Approval of Prizes or Drawings. Builder agrees that it will not conduct any prize drawings, giveaways or contests on the premises other than those which are pre-approved in writing by BIA and which relate to construction.

AA. "Meet the Builder". Builder is required to participate in the "Meet the Builder" question and answer sessions with show attendees, scheduled on Saturdays during the parade, from 12:00-5:00 P.M.

BB. Design Day. Builder is required to participate in the Design Day.

CC. Service Cars and Trucks. Builder agrees not to permit any service cars or trucks in the show area during Parade hours and to remove all vehicles by 9:00 a.m. on the date of the Pre-event function and all show days. Initial: _____

DD. No Public Viewing. Builder agrees that the home shall not be open to public view except during the Parade of Homes. Builder shall not permit any open houses, showing of the home, real estate agent tours, or the like prior to or during the Parade, except upon BIA's realtor's day/tour day. Initial: _____

EE. Footwear During Parade. Builder agrees to require Parade attendees to remove footwear or use shoe coverings upon entering any of the homes in the Parade. Shoe coverings shall be provided at Builder's expense. All carpeting and flooring must be protected at Builder's expense.

FF. Occupation of Homes After Parade. Builder agrees not to allow homes to be occupied by purchasers until forty-eight (48) hours after the closing of the final day of the Parade. This limitation shall include but not be limited to pre-sold homes and homes sold during the Parade.

GG. Agreement with Purchaser. In the event that Builder contracts with the sale of its "Parade Home" prior to the completion of the Parade of Homes, Builder shall enter into an agreement with its purchaser using the BIA's Builder/Buyer form.

HH. Fencing. Builder shall be responsible for maintaining and installing fencing during the duration of the Parade of Homes in any areas within the Parade site that they do not want the general public to access. Examples include rear yard, side yard, gardens, etc.

II. Site Admittance. There shall be no admittance to the site except through the official main gate entrance. Builder shall not grant free admission to prospective customers except if they have previously paid admission, are bona fide customers, and are allowed admittance at the discretion of BIA. Builders may purchase tickets at a discounted rate prior to the show. All customer names must be put on the will call/admittance list and the Builder must meet the customer at the gate.

JJ. Builder/Vendor Passes. Builder/Vendor passes are for workers only and all others gaining admittance must pay for tickets.

KK. Power/Water. Builder shall provide at Builder's expense power and water for use of its subcontractors during the entire course of construction.

LL. Responsibility for Subcontractors. Builder shall be responsible for any damage caused within the Parade Site caused by its subcontractors.

6. BIA's Obligations.

A. Security. BIA shall furnish security personnel for the Parade of Homes commencing at 9 a.m. on the day of the Pre-event function and then from 7:30 p.m. to 8:00 a.m. on show days and 24 hours on closed days for the duration of the Parade of Homes.

B. Fencing. BIA shall furnish fencing about the entrance area during the duration of the Parade.

C. Signage. BIA shall furnish one sign for each home displaying Builder's name, the Parade house number the House name, the Designer's name, and the Landscaper's name.

D. Magazine Advertisement. BIA shall furnish a minimum of one single page in The BIA Parade of Homes Magazine featuring the home, showing a floor plan, front elevation and Builder's biography.

E. Advertising. BIA shall undertake reasonable advertising and promotional efforts to promote good attendance at the Parade of Homes.

F. Insurance. BIA shall carry a minimum of \$1 million liability insurance to be in effect during the Parade of Homes.

7. Moving of Show Date/Location. The BIA may move the date and/or location of the Parade of Homes in its sole discretion.

8. Entire Agreement. This instrument contains the entire agreement between the parties, and no other statements, promises or inducements made by either party or agent of either party that are not contained in this Agreement shall be valid or binding.

9. Effect of Agreement. This Agreement shall inure to the benefit and be binding upon the parties as well as their heirs, legal representatives, assignees and successors.

10. Non-Assignment. This Agreement shall be non-assignable without the prior written approval of BIA.

11. Liquidated Damages. The parties acknowledge that Builder's participation in the Parade of Homes is vital to the success of the show. The parties acknowledge that any damages sustained by BIA by a breach of this Agreement by Builder, including but not limited to not having the Parade home complete, as set forth herein and in accordance with the construction schedule, would cause BIA damage which would be difficult if not impossible to determine. It is therefore agreed that, in the event Builder is in breach of this Agreement, the BIA shall be entitled to an amount equal to two times the marketing fee charged, or ten thousand dollars, whichever is greater, as liquidated damages, and not as a penalty, in lieu of all other damages which BIA may be entitled to. This paragraph shall not apply to damages suffered as a result of personal injury or property damage.
Initial: _____

12. Time is of the Essence. Time is of the essence of this contract and in case either party shall fail to perform the agreements on such party's part to be performed, at the time fixed for the performance of such respective agreements by the terms of this contract, the other party may at their election terminate this Agreement.

13. Paragraph Headings. The headings appearing in this Agreement have been inserted for the purpose of convenience and ready reference. They do not purport to, and shall not be deemed to, define, limit or extend the scope or intent of the clauses to which they pertain.

14. Notices. All notices given under this Agreement shall be in writing and shall be sent by registered mail or facsimile transmission to the parties at their respective addresses set forth above.

15. Delays. Builder shall not be responsible for delays beyond Builder's control, including but not limited to acts of God, natural disasters, war or governmental regulations or orders. However, such delay shall entitle Builder to an extension of time only upon Builder providing BIA written notice within twenty-four (24) hours of the first occurrence of any event causing delay on the project. Failure to provide BIA written notice within 24 hours of the occurrence of delay shall be deemed a complete waiver and bar of any claim for delay. Builder shall not be entitled to extensions of time for weather conditions, which could be anticipated in this area.

16. Waiver. No waiver of any breach of this contract shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this contract shall be taken and construed as cumulative, that is, in addition to every other remedy provided herein or by law.

17. Attorney Fees and Costs. In the event legal action is taken or commenced to enforce any terms of this Agreement, the prevailing party shall be entitled to recover his costs and reasonable attorney fees at arbitration, trial or any appeal thereof.

18. Severability. In the event any terms or conditions of this Agreement are declared to be void or unenforceable, all remaining terms and conditions shall remain in full force and effect and be binding upon the parties.

19. Authority to Sign. If the party signing below is a representative of Builder, he or she hereby represents and warrants that they have full authority to sign on behalf of Builder and bind Builder to all terms and conditions of this Agreement.

BIA OF CLARK COUNTY:

BUILDER:

By: _____

By: _____

Title: _____

Title: _____

Builder Participation Requirements

Contract Snapshot ELIGIBILITY, REQUIREMENTS AND FEES

1. BIA Membership

- You must be a current, dues-paying member of the BIA for 3 years and have Built at least one public (non-family) home.
 - *Exceptions must have approval from the BIA Executive Officer or will establish a relationship with a mentor who has Parade of Homes builder experience.*
- Membership must remain active through the close of the Parade.

2. Home Requirements

- Suggested minimum retail price: **\$1,500,000**
- Homes should reflect **luxury and exceptional craftsmanship.**
- Meet CC&Rs minimum footage; obtain ARC approval pre-build; good-and-workmanlike construction.
- **BIA reserves the right to inspect homes at any time.**

3. Unique Home Design

- All homes must be architecturally **unique** (no duplicates).
- Plans must be **approved** by the Architectural Review Committee before construction begins.

4. Marketing Fee per Home: \$10,000

- \$1,000 due at contract signing
- Final payments due by closing of lot
- \$5,000 refundable upon: timely completion; on-time marketing deliverables; providing access for BIA membership pitches to subs; full BAC participation & inspections; attendance at mandatory meetings.

5. Street Sweeping

- All builders split street-sweeping cost for the night before VIP Night or morning of.
- Builders to coordinate this among themselves and the developer, including payment methods.

6. Insurance (Certificate due prior to construction)

- Liability insurance minimum \$1M required throughout construction and show.
- BIA must be named as an additional insured.
- Certificate of Insurance required before construction starts.

Builder Participation Requirements

Contract Snapshot Cont. ELIGIBILITY, REQUIREMENTS AND FEES

7. Access

- Builder must **provide the BIA a key or lockbox access** once home is lockable.
- BIA gets unlimited access during construction and show period.
- Security alarm codes must be shared.

8. Site Maintenance

- Maintain a clean and safe job site at all times.
- Damage to curbs/streets or site is Builder's responsibility.
- Regular clean up of site is required, if not daily, weekly.

Contract Snapshot Home Presentation Requirements

A. Furnishings & Decor

- Home must be fully furnished and landscaped (front and back).
- Bonus/secondary rooms must be at least visually accessorized.
- Do not block pathways or exits for safety concerns.
- Any damage is builder responsibility.

B. Garage Use

- Garage may be used for BIA member exhibits (booth staffing only by sponsors).
- Builder is responsible for providing sponsor tables.
- Traffic-friendly layout required; keep garage doors closed during show hours.
- Do not block pathways or exits for safety concerns.
- Driveway space is solely for BIA use during the duration of the show.

C. Marketing Content: **Submit by June 1, 2026**

- Stylized renderings
- Floor plans
- Home name, description and specs
- Builder logo
- Subcontractor & supplier list
- Team photo

Only BIA-member subcontractors and vendors in good standing will be listed in Parade publications and Parade website. To get listed please contact Lisa@biaofclarkcounty.org

Builder Participation Requirements

Contract Snapshot OPERATIONS

Rules & Restrictions

- No Pre-Parade tours or open houses.
- No food, refreshments, or giveaways without BIA approval.
- No outside signs or promotional material unless provided by BIA.
- No prize drawings unless pre-approved.
- No unapproved demonstrations or exhibits.
- No alcohol can be served in your home at any time, including VIP Night, Builder & Realtor Day, or any other event day.

Staffing & Operation Requirements

- Homes must be open & staffed from 9:30 AM - 7:00 PM.
- One staff person per floor of home at all times (minimum).
- A staff member must be present near bodies of water / pools at all times in addition to other staff requirements.
- All service vehicles removed by 9:00 AM on VIP Night and all show days.
- Providing disposable shoe covers or recommending shoe removal policies are Builder's responsibility.
- Late Opening Fee: \$200 if BIA must open your home + \$200/hour per staffer

BIA Responsibilities

- Overnight security from start of show to end of show (7:30 PM-8 AM)
- Provide entrance fencing, home signage, and event advertising
- Parade Magazine: Includes 1-page spread per home (floor plan, elevation, contact)

Home Sale & Occupancy

- No occupancy allowed until 48 hours after the Parade closes.
- Pre-sold homes must still meet all Parade requirements.
- Must sign BIA's Buyer/Builder Parade of Homes Agreement (Exhibit B).

Additional Notes

- All attendees must enter through official Parade gates.
- Builders may buy discounted will-call tickets for \$10 for each of their guests.
- Vendor/Builder passes are for workers only.
- Power & water during construction are Builder's responsibility.
- Fencing (for private yard areas) is Builder's responsibility.
- Driveway is able to be used by the BIA for display of cars if a sponsorship is reached, no other cars can be parked in garages or driveways other than sponsor cars.

Builder Participation Requirements

Contract Snapshot PENALTIES & LEGAL: COMPLETION

- \$500/hour fee for builder delays on VIP Night (Sept. 10, 2026)
- Liquidated damages for non-completion or major breach:
 - \$10,000 or 2× marketing fee, whichever is greater.
 - Legal disputes: prevailing party entitled to attorney fees.
 - **Time is of the essence—failure to meet deadlines may result in removal from the Parade.**

Parade Staffing Pro-tips

What to Expect & How to Handle It

For Builders, Hosts, & Open House Teams

1. Visitor Slips, Falls, or Injuries

What to do:

- Know the address of your home, site address is:
 - **15808 NW 11th Avenue, Vancouver, WA 98685**
- Stay calm and assist them safely.
- Document what happened (date, time, conditions, witness names).
- Offer to call emergency services if needed.
- Notify BIA staff immediately and possibly your insurance provider.
danielle@biaofclarkcounty.org , noelle@biaofclarkcounty.org
- **Do not admit fault** — just ensure safety and accurate information.

2. Guests Refuse to Remove Shoes

What to do:

- Politely explain:
 - “To protect the flooring, we kindly ask all guests to remove shoes or wear covers.” OR “This is someone’s newly purchased home please respect their wishes to remove your shoes”
- You will have a box of IQ disposable shoe covers (booties) at the door.
- If they still refuse, allow them to proceed with caution — don’t escalate.

3. People Sitting on Furniture

What to do:

- If furniture is staged or homeowners, politely say:
 - “To help preserve staging pieces, we ask guests not to sit on furniture.”
- BIA provides a few small signs for furniture: “Display Only – Please Do Not Sit.”
- If it’s not a concern, allow casual use but monitor for spills or damage.

Builder Participation Requirements

Parade Staffing Pro-tips Cont.

4. Visitors Eating or Drinking Inside

What to do:

- Have a staff member at the front of door encouraging guests to leave food/drinks at the porch/outside.
- Kindly redirect them:
 - “We’d appreciate it if you enjoy food and drinks outside to help protect the home.”
- Each home will have an 8.5x11in sign at the front door:
- “No food or drinks beyond this point. Thank you!”

5. Guests Bring Dogs or Pets

Policy: Show rules are no animals for the safety of guests as well as to protect the homes. **Service animals are the only exception.** (This should be handled at check-in but for your invited guests please let them know ahead of time.)

- Animals (except service animals) should not be allowed inside.
- What to say:
 - “We love pets too, but to keep the home clean and safe, we ask that animals remain outside. Thanks for understanding!”
- What to do:
 - If you see an animal, please contact BIA staff to escort the animal off site for safety.

6. You Are Late For Your Shift

What to do:

- Notify BIA staff of estimated time of arrival, please see staffing schedule of who to call at the front of the handbook. (This will be given prior to the show)
- Find backup coverage ASAP from your team. (See penalty fees page).

7. General Etiquette & House Rules

- Be welcoming but set boundaries clearly and kindly.
- Restock shoe covers, flyers, and swag daily.
- Hourly house walks to remove unauthorized flyers/cards, cleaning as needed.
- **Smile and be ready to tell your home’s story — this is your showcase!**

Developer Handbook

Contract Snapshot

Not legal advice. This handbook summarizes the executed Developer Contract terms you provided and organizes them into practical checklists, timelines, and run-books for Identity Homes, LLC (Developer) and the BIA (Association). See full details in contract.

Lot Sales & Pricing

- Parade lots only available for 2026 show homes until April 30, 2026.
 - Must sell at listed price in contract.
- Parking Lots, 5 through 12 can be sold early: but must remain usable for Parade parking through Sept 2026.
- Developer can sell lots is no PSA by Mar 31, 2026 or no closing by Apr 30, 2026.
 - Developer can then sell at any price.
- If extra lots are available, no structures shall be under construction during the 2026 Parade show, on those lots.

Contract Snapshot OPERATIONS

Joint & Procedural

- Architectural approvals per CC&Rs (Exhibit C).
- Real estate brokers: Each Parade builder may list with any licensed broker.
- BIA spends \geq \$30,000 on Parade promotion/advertising.
- Liquidated Damages: If Developer breaches (not due to force majeure), \$250,000 to BIA (not a penalty; excludes PI/PD).
 - Force Majeure terms apply (acts of God, etc).
- Notices: Registered mail or facsimile to the addresses on developer contract.
- Memorandum of Contract: Recorded against Parade Lots (Exhibit F).

Contract Snapshot OPERATIONS

“Buildable” Deadline & Title

- Buildable by: Dec 31, 2025 (streets, water, sewer (if applicable) installed to permit issuance).
- If Final Plat not recorded, Developer will bond outstanding items for recording.
- If missed, BIA may cancel within 21 days of the missed deadline.
- If buildable slips past Jan 1, 2026, Developer extends Parade lot purchase windows equal to delay.
- Developer selects the title company to close the Parade lots and informs the BIA of such selection.

Marketing Fees & Payments

- Developer Marketing Fee (to BIA): \$20,000 due Jan 5, 2026.

Parking, Traffic & Cleanliness

- Parking Area (Lots 5–12): Provided at no charge, weather-proof (grass/rock/gravel), ready \geq 2 weeks before opening.
 - Developer responsible for labor, equipment & materials necessary to create parking area (includes cones, rope/tape, etc.)
- Clean & Mow: Developer maintains lots & vicinity before and during the Parade; installs minor entry landscaping.

Branding, Advertising & Exclusivity

- Parade logo/ads: BIA must approve all Developer uses (not unreasonably withheld).
- No competing show at or near site until 3 months after Parade ends.
- BIA exclusively sells all Parade sponsorships/ads.

Insurance & Indemnity

- Builders will provide liability insurance certificates \geq \$1,000,000 combined limits.
- BIA: Commercial General Liability \$1M/\$2M aggregate; Developer named insured for areas used.
- BIA indemnifies Developer for claims arising from BIA activities, excluding Developer negligence.

Operational Run-Books

- T C 1 - HD Contractors dba Inizio Dwellings
- T C 2 - Generation Homes Northwest, LLC
- T C 3 - Genesis Homes NW
- T C 4 - NR Construction Concepts
- T C 16 - Pacific Coast Homes LLC
- T C 15 - Marnella Homes
- T C 14 - Glavin Development, LLC
- T C 13 - Cascade West Development, Inc.

Parking Area (Lots 5–12)

Parking Preparations Checklist

- Coordinate labor, equipment, materials.
- Surfacing compacted & graded to drain
- ADA route to gate established
- Entry/Exit flagging & barricades staged
- Neighbor impact mitigation (dust/noise) plan in place

BIA to provide *Directional/wayfinding signs* (Parade branded)



Sponsor Handbook

Coming soon!

Workback Schedule

Month-by-Month Workback (Oct 2025 → Sept 2026)

Standing cadence: 2nd Wednesday monthly coordination (on-site/BIA).

***Weekly site touch-points begin June 2026.*

Month	Developer (D)	BIA (A)	Builders/Buyers (Bld)
Oct 2025	Confirm utilities/road schedules to “buildable” milestone; outline parking surfacing plan.	Issue master calendar and handbooks. Collect \$10k/lot of marketing and show fees	Complete plan submittals per CC&Rs.
Nov 2025	Progress on utilities/streets; initiate plat recording steps/bonding path.	Host 2026 Parade of Homes kickoff with builders, developers, vendors, veteran builders, real estate agents	Confirm design teams; insurance planning.
Dec 2025	Meet “buildable” or complete bonding & recording; provide update.	Host Media Day for Groundbreaking	Begin permit apps.
Jan 2026	Pay \$20,000 dev. marketing fee.	Initiate monthly meetings for the Parade of Homes, VIP Night, and other special event committees (Car Show/Plant Sale/Home Show)	Provide BIA a good faith construction schedule
Feb 2026	Keep communication open with BIA and builders	Builder Advisory Committee to tour progress	Foundation work
Apr 2026	Confirm Parking Area materials/equipment; mowing plan.	Confirm CC&R architectural governance team cadence.	Vertical progress; staging concepts.
Jun 2026	Site mow/edge routine; staging for Parking Area.	Weekly ops walks begin; finalize concessions/vendors.	Exterior finishes; ADA access notes.
Jul 2026	Parking base prep; entry landscaping procurement.	Mandatory final meeting; signage/wayfinding lock.	Media/training availability.
Aug 2026	Finalize Parking Area surfacing by 8/28; verify street closure logistics; mow/edge.	Volunteer training; ticketing & gate ops; emergency plans.	Staging complete; punch lists.

VIP Night 9/10; Show 9/11

GRO

Parade of Homes

Handbook

2026-2027
Staff Copy



**BUILDING INDUSTRY ASSOCIATION
OF CLARK COUNTY**