



SUHBA General Membership Luncheon Sponsorship Request Form

Sponsorship Details

The Southern Utah Home Builders Association encourages members to network and do business with other members within the association. As a way to help achieve this goal, SUHBA General Membership Luncheon sponsorships are available to all SUHBA members. Luncheon sponsorships are a great way to promote your company to a target market - SUHBA members. We currently have approximately 600 member companies in our association. If you are looking for ways to promote your company, products, and/or services, SUHBA Luncheon Sponsorships are a great way to get noticed!

Benefits

◆ **Set Your Company Above The Competition**

You may submit your company logo along with a one paragraph company description that will be included in luncheon email reminders and the “SUHBA Membership Matters” email newsletter. The newsletter is distributed to SUHBA members and many other businesses in the community.

◆ **Name Recognition Is An Important Factor In Decision Making**

Your company name/logo will be included on the luncheon email reminders sent to SUHBA members. You may display your banner at the General Membership Luncheon.

◆ **Stand-up & Get Noticed**

You may make a three minute announcement about your company at the luncheon.

◆ **Exhibiting Is An Effective Marketing Tool**

You will be provided with a table next to registration for you to display your products and/or services. You can speak to SUHBA members one-on-one before and after the luncheon. You may place brochures or flyers at every table setting.

◆ **Network, Eat & Enjoy**

You can make key contacts and effectively promote your company to many SUHBA members. Two meals are included with each sponsorship. You receive your free lunch as a SUHBA member and one additional lunch at no charge with your sponsorship.

Cost

The cost to sponsor a SUHBA General Membership Luncheon is \$250 (the “Sponsorship Fee”). Once your sponsorship request has been approved, you will be billed for the full amount.

Cancellation Policy

Cancellations made at least 60 days prior to the event will be charged a \$75 processing fee and the remaining balance paid will be refunded. No refund will be given for cancellations made less than 60 days prior to the event. In the event of cancellation, SUHBA reserves the right to replace the sponsor position with another company.



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Procedure

1. Member contacts SUHBA office, Kris Allen at (435) 674-1400 or kris@suhba.com to request sponsorship and to check availability.
2. Once an available month has been determined, SUHBA member completes this form and faxes it to (435) 674-2866 or emails it to kris@suhba.com.
3. After request form is approved, you will receive a confirmation. Once approved, SUHBA will bill your account for \$250. (Please review the Cancellation Policy detailed on the previous page.)
4. Sponsor should notify Kathy Tolleson of who will be giving the 3-minute sponsor announcement at the luncheon and email your company logo to kris@suhba.com at least 2 weeks prior to the reserved luncheon. Sponsor should also email a company description paragraph (100 words or less) 2 weeks prior to the reserved luncheon which will be included in the email reminders to members and in the SUHBA *Membership Matters* newsletter.
5. Sponsor may bring flyers, signage, products, and company literature to the luncheon location. You will be notified of luncheon location prior to event. Sponsor should arrive thirty to forty-five minutes early for set-up, etc.

Agreement

The SUHBA member listed below (“Applicant”) hereby requests approval to sponsor the SUHBA luncheon identified below. Applicant understands that in exchange for the Sponsorship Fee, Applicant shall receive the Benefits listed above. Applicant hereby agrees that if this request is approved by SUHBA, this request shall automatically convert to a binding agreement consisting of the terms set forth in this document and as supplemented by SUHBA from time to time. Applicant agrees that once approved, this request cannot be withdrawn by Applicant and this Agreement cannot be terminated or amended except in writing and signed by both parties. Applicant further agrees to comply with all requirements imposed by SUHBA in relation to the sponsorship. Applicant authorizes SUHBA to bill Applicant’s account for the Sponsorship Fee pursuant to and in accordance with the terms set forth above upon SUHBA’s approval of this request. Applicant acknowledges that SUHBA is under no obligation to approve this request and that a prerequisite for sponsorship is Applicant’s current and continuing adherence to and compliance with the conditions of membership in the Association. If the Applicant engages, at any time, in conduct which constitutes grounds for suspension or revocation of membership in the Association, as set forth in the Bylaws, or in conduct which disparages in any way the reputation of the Association, SUHBA shall be entitled to, in its sole and absolute discretion, cancel this Agreement and retain as liquidated damages so much of the Application Fee that has been billed to Applicant in accordance with the terms set forth above.

By signing below, Applicant hereby acknowledges that Applicant has read the information set forth above, agreed to its terms, and hereby requests to sponsor the SUHBA General Membership Luncheon identified below.

Contact Name: _____ Signature: _____ Date: _____

Company Name: _____ Email: _____

Company Address: _____ Phone: _____

Requested SUHBA luncheon date (month/year): _____

Payment Information (credit card will not be charged until SUHBA approves the date requested)

Credit Card # _____ Exp. Date _____ CVV _____

Signature _____

Billing Address for CC: _____

(SUHBA Office Use Only)

Request form approved (date): _____