

Exhibit Space Fee

	INDOOR (Minimum 100 sq. ft.)	OUTDOOR (Minimum 400 sq. ft.)
NAHB Member Rate	\$45.25 per square ft.	\$29.75 per square ft.
Non-Member Rate	\$47.50 per square ft.	\$32.00 per square ft.

Booth Assignment Procedure

“Right of First Refusal” -All 2017 exhibitors that submit an application and required deposit on or before **February 17, 2017** shall have the right-of-first refusal on their 2017 booth space. **NOTE:** Exceptions may apply based on booth availability.

Changing your booth location- All 2017 Exhibitors that wish to change their booth location or whose 2017 booths are not available in 2018, and that submit a completed application and the required deposit on or before February 17, 2017, will be assigned in order of exhibitor priority points, membership in the Leading Suppliers Council (LSC) and date of receipt of completed application and required deposit.

New companies – All new companies that submit a completed application and the required deposit on or before February 17, 2017, will be assigned in order of exhibitor priority points, membership in the Leading Suppliers Council (LSC) and date of receipt of completed application and required deposit. After February 17, 2017, all booths are assigned in order of date of receipt of completed application and required deposit, and membership in the Leading Suppliers Council (LSC).

Required Deposit & Payments

A 35% percent deposit is required with the application. No space assignments will be made unless payment is received with the Application.

All payments must be made in U.S. Dollars. Submit your **Credit Card** or **Electronic Check** payment using our **Online Payment System** or mail your check made payable to **NAHB** to:

Express Courier:

Wells Fargo
Lockbox 759276
7175 Columbia Gateway Drive
Columbia, MD 21046

Regular Mail:

NAHB
P.O. Box 759276
Baltimore, MD 21275-9276

Virtual Booth Fee

Each exhibitor is required to pay \$200 for its participation in the 2018 IBS Online Exhibitor Directory. This entitles the exhibitor to one (1) Virtual Booth (vBooth). Additional vBooths are \$200 each, with a limit of one (1) vBooth for every full 100 square feet of exhibit space under contract. [Tell me more about the value of having a Virtual Booth.](#)

Music Fee

NAHB is required to pay royalties to ASCAP, BMI, and other similar organizations for performances of live and recorded music by exhibitors. Therefore, there is a one-time charge of \$100 to exhibitors that use recorded music and a charge of \$300 per day for the use of live music.

Other Budget Considerations

Here is a list of items that you may also want to consider when developing your budget for IBS.

Item	Estimated cost
Carpet (9x10)	\$153.00
Electricity (500 watts)	\$128.00
Electrical Labor (ST)	\$104.00
Lead Retrieval Unit	\$400.00
6 ft. draped table	\$138.30
Drayage (500lbs) based on warehouse crated rate of \$68.00/CWT	\$340.00
Labor set-up/dismantle (2 hrs.)	\$150.50

About Your Virtual Booth

As a participating exhibitor, each company is given the ability to create and maintain its own unique "Virtual booth", containing the information and hotlinks it feels are important to share with visitors to the IBS website.

Virtual booths are integrated into the powerful search systems used by visitors seeking information about the latest products and services found at the IBS. Visitors who search the IBS database of companies and products can click on an exhibitor's virtual booth to access the valuable "additional" information provided by each exhibiting company. Virtual booths can be customized to contain important contact information, product information, information about show specials, press releases and much more.

Each virtual booth can present personalized marketing and sales information that is completely controlled and maintained by each exhibiting company. It is a powerful tool designed to maintain a year-round online presence that 'complements' your physical booth at the show.

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