

Announcement emailed on 01/29/2025

Subject Line: Prepare for Success: Key Vendor Details for the 2025 HBA Home & Outdoor Living Show

Good morning Home Show Vendors and Sponsors!

We know this email is lengthy, but we have some important announcements for the 2025 HBA Home & Outdoor Living Show Presented by Harry Cooper Supply Company.

We will be sharing important information and updates with you over the next few months.

PLEASE READ EACH EMAIL to ensure that you are in-the-know and set up for a successful show! Also, please share this email with anyone on your team that might need Home Show information.

Set Up Dates:

April 7-10. **VENDORS WITH LARGE DISPLAYS ARE REQUIRED to schedule a load-in time.**

HBA staff will guide you based on where your booth is located. Please work with us to make set-up as seamless as possible for ALL vendors. Schedule your load-in times by March 31. Here is the online sign-up form - [Home Builders Association: 2025 Home Show Vendor Load-In Schedule](#)

Show Dates and times:

- Friday, April 11: 12:00PM – 6:00PM
- Saturday, April 12: 10:00AM – 6:00PM
- Sunday, April 13: 11:00AM – 4:00PM

SAVE THE DATE: Industry Insider Night: Thursday, April 10

Plan to join us at **Industry Insider Night!** Vendors receive two (2) FREE entries and may purchase additional tickets. [Please RSVP here or purchase your additional tickets.](#) Make sure to use promo code VC2025IIN to receive your FREE tickets.

Final Booth payments are due on or before February 28. Your booth includes:

- Home Show Tickets (pick up at the HBA office)
- Industry Insider Tickets (RSVP online)
- Electricity
- Wi-Fi
- Table
- Access to the Vendor Lounge
- Access to a forklift
- Temporary Business License (when applicable)

Help us promote the show:

- We have created a Vendor Toolkit to provide resources for you as you prepare for the show. Please check it out and as it is your guide to a successful Home Show.

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- Like and follow us on Facebook and Instagram so you can stay updated and share our posts!
- When posting on social media, make sure you tag us (Instagram: @hbaspringfield, Facebook: Home Builders Association of Greater Springfield) and use our hashtags for the show: #HBAhomeshow #HBAHomeShowMOjo #SpringfieldMO #417HomeShow #417Local #417Business #417Events

Here are some ways we're promoting the show:

- We have created a Facebook event that you can share - <https://www.facebook.com/share/1NQGc4ebHW/>
- KY3 has produced a 30-second commercial that will run on TV and stream online starting in March. In addition to commercials, we will have 4 representatives interviewed on KY3's lifestyle segment, The Place.
- 417 Magazine will start digitally promoting the Show in February and sponsored content in a few of their e-newsletters in March.
- And much more.

Banner Sponsors:

Banner sponsorships are still available! Banners will be highly visible throughout the entire duration of the Show. Banners will be hung from the railing on the mezzanine level being visible from almost every angle. Prices vary. Please contact **Chelsey Taylor at 417-881-3711 or chelsey@hbaspringfield.com** for more information.

When should you order your banner? We recommend ordering your banner no later than 2 weeks prior to the show.

Passport Punch Card Supporting Sponsors:

- Passport Punch Card Supporting Sponsorships are still available for \$150 each.
- How does the passport work?
 - Passport cards are handed out to every attendee as they enter the event and will be encouraged to visit all booths in the passport to get their stamp.
 - Your business logo will be included on the passport.
 - All attendees eligible for the passport prize drawing will have visited your booth.

Included in this email:

- **Vendor Toolkit** (helpful hints for success)
- [Vendor Load-in sign-up link](#) (Schedule your load-in times by March 31.)

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- [Volunteer sign-up link](#) (Remember that you earn a member point for each day your business provides volunteers.)
- [Online Vendor Map link](#)

For additional information or questions, contact us at 417-881-3711 or via email at events@hbaspringfield.com.

We can't wait to see you there!

Warm regards,

Courtne Pettigrew

Special Events Coordinator

Home Builders Association of Greater Springfield

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Check out our [Events Calendar](#)!