

# Great Kitchen & Bath Tour

September 18-19

## DEADLINE

All entries and entry fees must be received by 5pm on **August 2, 2010**.

## FEES

\$1000 for first entry, \$700 for second entry from same firm. Limit two entries per firm. Make checks payable to NKBA Puget Sound Chapter. Payment must accompany all entries. Entries received without payment will be disqualified. Entry fees are non-refundable. There will be a limit of two entries per member firm. One check may be used to cover multiple entries.

The Great Kitchen + Bath Tour will introduce the professionalism and expertise of NKBA designers to a niche market of consumers of design, installation, products and services by showcasing completed projects throughout Puget Sound that exemplify the design standards of NKBA, quality installation and products of our industry partners and sponsors.

## Entries

All projects must be a total remodel of a kitchen or bath space with interesting materials and design solutions. Entries in the tour need to follow the NKBA Kitchen & Bath Guidelines (available online at [www.nkba.org](http://www.nkba.org)).

All individual NKBA Puget Sound Chapter members in good standing and all designers associated with NKBA Puget Sound Chapter firms in good standing are eligible to enter this tour. Participants must be a Puget Sound NKBA member for a minimum of one year.

## REQUIRED ENTRY MATERIALS

- Signed Participation Agreement for each project
- Completed Entry Form (incl. Project Description and Driving Directions for each project)
- Entry fee
- Material List with manufacturer and showroom location
- Certificate of Liability Insurance
- Up to 5 "After" photographs

## INFORMATION

Sandra Gjesdahl  
Bristol Design & Construction  
2006 196th Street SW Suite 111  
Lynnwood, WA 98036

## PARTICIPATION AGREEMENT

- All applicable sections of the entry form must be completed and all required signatures obtained. There will be a limit of two entries per member firm. However, you must submit a complete set of entry materials for each entry.
- Your 1-2 projects must be substantially completed by June 9, 2010. If any part of the project is still under construction at the time, you must agree to notify the Tour Steering Committee. You must agree to abide by the decision of the Tour Steering Committee regarding eligibility of the project for this year's tour.
- Your project must be open for public viewing during the entire Tour on Saturday, September 18, and Sunday, September 19, 2010 from 10am to 5pm.
- Your company must agree to staff your project adequately during all hours of the tour to insure the homeowner's security. Please designate a point person for each day.
- Your company must agree to have liability insurance in effect during the time of the tour and will include a copy of the certificate with your entry packet. The NKBA Puget Sound Chapter is to be noted as an additional insured certificate holder with respect to this tour.

# Great Kitchen & Bath Tour

September 18-19

## PARTICIPATION AGREEMENT

The undersigned hereby agrees that any violation of the above requirements is subject to a review by the NKBA Puget Sound Tour Steering Committee. This action may result in loss of eligibility to participate in this year's event or future tours.

It is mandatory that this signature be by the company owner. The NKBA Member Participation Agreement will be returned if signed by a non-principle.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company

(continued)

- Make every effort to protect the homeowner's property and possessions by sectioning off un-shown areas, protecting carpeting, landscaping, etc.
- Up to five quality after photographs may be submitted (professional photos strongly recommended). Please submit photos that clearly and adequately represent the quality of your project. Photos will not be returned. You may also include a before shot, and a floor plan.
- Supply up to five images for print (minimum 5x7 at 300 dpi).
- The NKBA Puget Sound Chapter will retain non exclusive rights to all photography for future promotional, public relations and education purposes.
- Prior to marketing and publication all information must be confirmed for accuracy by the participating company. The accuracy of the information submitted to the NKBA Puget Sound Tour Steering Committee is the responsibility of the participating company.
- The NKBA Puget Sound Tour Steering Committee will not be responsible for errors or omissions regarding project information, location on any maps in the tour publications or any related advertising or press releases. You must agree to promptly notify NKBA Puget Sound Tour Steering Committee of all errors, upon receipt of our advertising and communication proofs.
- You will only be allowed to use signage provided by NKBA Puget Sound Tour Steering Committee during the tour dates. Each participant is provided with one company site sign in front of the project. No participant company signage allowed outside the home.
- You will be responsible for setting up and removing tour signs daily. All signage, ticket sales and property provided by the NKBA Puget Sound Tour Steering Committee must be returned within two days following the tour.
- Non-sponsoring vendors may not be present at homes even if you have used their products.
- Cleanup the premises after the NKBA Puget Sound Tour and remove all signs and literature.
- Provide \$100 petty cash in \$5 bills for volunteers selling tickets
- 10 tickets will be available for participant purchase (for clients, friends and family) at \$5.00 each.
- When considering which project to submit for the tour please consider location, accessibility and parking conditions.
- This is your tour, it is your best interest to have a representative at each mandatory meeting.

## Entry Form

FIRM NAME \_\_\_\_\_

PRINCIPLE NAME \_\_\_\_\_ NKBA MEMBERSHIP NO \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE/ZIP \_\_\_\_\_

EMAIL \_\_\_\_\_

DESIGNER OF RECORD \_\_\_\_\_ DATE \_\_\_\_\_

DO YOU NEED VOLUNTEERS AT YOUR TOUR HOME? YES \_\_\_\_ NO \_\_\_\_

### PHOTOGRAPHY

PHOTOGRAPHER'S NAME \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

DO YOU OWN THE RIGHTS TO THE PHOTOS? YES \_\_\_\_ NO \_\_\_\_

### CLIENT RELEASE

I DECLARE THAT I WAS THE CLIENT OF \_\_\_\_\_ OF \_\_\_\_\_  
(designer's name) (firm name)

who designed and supervised the installation of the project entered into the 2010 NKBA Great Kitchen & Bath Tour. I agree to allow professional photography of this project to be used in all related publications. I understand that the NKBA Puget Sound Chapter will retain non exclusive rights to all photography for future promotional, public relations and education purposes. I agree to make our home available during all hours of the event and allow for any necessary time to set up before and clean up afterwards. It is understood that the tour will be Saturday, September 18 and Sunday, September 19, 2010. I agree to make every effort to present our home at its best during the weekend and I will allow for the display of additional signage in the home during the event.

CLIENT NAME (please print) \_\_\_\_\_

CLIENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

CLIENT'S ADDRESS \_\_\_\_\_

### PROJECT DESCRIPTION

Provide two descriptions of the project. One description should be 40 words or less, typed and double spaced. The second description should be 75 or less, typed and double spaced. The NKBA Puget Sound Tour Steering Committee reserves the right to edit the description if it does not meet the specified criteria.

### DRIVING DIRECTIONS

Limit your directions to 40 words or less, typed and double spaced. Also include the Thomas Guide page number and year your Thomas Guide was published (e.g. pg#566, year 2000). Attach a photocopy of the page. Circle your project area and mark the exact location with a red dot. Use right, left (or east, west if more clear) for turning directions as well as approximate mileage. Example: From 405N or 405 S, take Exit #18, head east on 85th NE to 132nd NE, turn right, go approximately 7/10th of a mile, turn left on 75th NE, 3rd House on west side of street. **No MapQuest please!**

## Materials List

	KITCHEN (manufacturer / showroom)	BATH (manufacturer / showroom)
Cabinets	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>
Countertops	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>
Tile	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>
Plumbing Fixtures	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>
Appliances	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>
Lighting Fixtures	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>
Flooring	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>
Paint	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>