

# SPRING PARADE OF HOMES IMPORTANT DATES

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**3/15**

## REGULAR ENTRY DEADLINE

*Payment form and online entry with home information due at regular rate*

**3/30**

## DESCRIPTION & RENDERING DUE

*Payment form and online entry with home information due at late entry rate*

**4/1**

## SKETCH PAGE REVIEW BEGINS

*Sketch pages will be emailed for review, approval, or any requested revisions.*

**4/30**

## CREATIVE DEADLINE

*Parade guidebook ads, approved sketch pages, and builder facing page ads due.*

**5/1**

## GUIDEBOOK GOES TO PRINTER

**5/1**

## NONPROFIT VOLUNTEER GROUPS ASSIGNED

*Volunteer groups assigned to manage ticket sales for builders who opted in on payment form.*

**5/28**

## PROOF OF LIABILITY INSURANCE DEADLINE

*Proof of \$1M liability policy naming HBA of Greater Grand Rapids as additional insured.*

**5/28**

## SPRING PARADE KICKOFF

*Parade materials available for builder pickup at the sponsor location.*

**5/29 - 6/6**

## SPRING PARADE OF HOMES

*Fridays and Saturdays 1pm - 9pm, Monday - Thursday 5pm - 9pm*

**6/5**

## PHOTOGRAPHY DEADLINE

*Final deadline to submit completed home photography for HBA marketing. Schedule with an HBA photography partner. Photography included with entry.*

**6/8 - 6/10**

## MATERIALS RETURNED TO HBA

*Return home number signs, unsold tickets, funds, and tally sheets to the HBA Office.  
Note: Unsold tickets and funds are handled by the volunteer group when applicable.*