



Parade of Homes Entry Form
Southeast Wyoming Builders Association (SEWBA)
2025 Parade of Homes Application
September 12, 13 and 14th

Builder Information

Company Name: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

Mailing Address: _____

Realtor Information

Company Name: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

Mailing Address: _____

Eligibility Information

1. Are you a current member in good standing with the Southeast Wyoming Builders Association as of April 15th of the parade year?
 - o Yes
 - o No (Additional \$500 fee to the below fee schedule applies for non-members)

Home Information

2. Property Address for Entry:* _____

- Single-Family Detached
- Townhouse
- Condominium
- Duplex/Triplex
- 4-Plex
- Mobile/Manufactured Home
- Modular Home
- Tiny House
- Barndominium
- Flip Home

3. Will the home be less than one year old from the certificate of occupancy or certificate of completion issuance as of the 2025 Parade of Homes?
 - o Yes
 - o No

4. If Flip Home - Has the home undergone significant renovations, essentially making them “new” in terms of their features and finishes (interior and exterior), including updates to systems (Electrical, Plumbing, HVAC) to meet current building codes?
 - o Yes
 - o No
 5. Does the home sit on a permanent foundation on an owned lot and is it unoccupied?
 - o Yes
 - o No
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Entry Fee Information

6. Please select your entry fee based on your registration date:

- On or before April 15th: \$2,500
- April 16th – May 15th: \$2,750
- May 16th – June 15th: \$3,000
- After June 15th (Final Deadline July 1): \$3,500

All entry fees must be accompanied by the following:

- Floor Plan
- Builder Biography
- Builder Logo
- Complete list of Subcontractors and Vendors
- Complete Home Description including detail specification list of materials

**All items above must be provided with the fee or entry will be rejected and fee will be based on date all items are provided.*

Performance Deposit: There will also be a \$500 performance deposit per home that will be refunded 30 days after the last day of the Parade of Homes so long as the builder adheres to the guidelines set by the SOUTHEAST WYOMING BUILDERS ASSOCIATION Board of Directors.

Required Documents

7. By signing this entry form, you certify that you will provide the following to SEWBA:

- A **Residential Certificate of Occupancy** or signed letter from Building Official certifying the home is “OK” to occupy, or a **Certificate of Completion** (for manufactured, modular, or flip homes) at least 10 days prior to the Parade of Homes.
- **Certificate of Insurance** for General Liability insurance of no less than \$500,000, naming SEWBA as additionally insured.
- Builder will ensure **restroom facilities** are available for the public at the home’s location during the Parade of Homes.
- All **advertising or promotional material** supplied to you by SOUTHEAST WYOMING BUILDERS ASSOCIATION must be returned **within 15 days** following the last day of the Parade of Homes. Failure to do so will result in retention of performance deposit.

Terms & Conditions

- I acknowledge that if I am a member of SEWBA at the time of entry, that I will remain a member in good standing of SEWBA through the dates of the Parade of Home and if for any reason that I am not in good standing as of those dates, that I am subject to the additional non-member fee of \$500.
- I acknowledge that the Parade of Homes is a trademark and will be respected as one. I acknowledge that I will not advertise or promote other properties that are not entered into the Parade of Homes.
- I acknowledge that I as the builder and the real estate company representing me are the only ones with permission to use it during the parade year. In using the trademark the builder and real estate company MUST use the logo and proper wording that is protected by the trademark. Any other use will be taken seriously, including but not limited to, legal action and retaining performance deposit.
- I acknowledge that the Parade of Homes entry is subject to approval by the Southeast Wyoming Builders Association (SEWBA) Board of Directors, based on criteria such as design, craftsmanship, code compliance, and completion status.
- I understand that the SEWBA Board of Directors may remove my home from the Parade of Homes if a major safety hazard is found, or if the home is incomplete, with no refund of fees.
- I agree to follow all SEWBA rules and guidelines for the Parade of Homes and acknowledge that my entry may be disqualified or removed for non-compliance.
- I understand that the SEWBA's decision regarding acceptance or rejection of my entry is final.

Payment Information

Please submit the entry fee and performance deposit by the applicable deadlines. Payments can be made via check or credit card.

- **Check payable to:** Southeast Wyoming Builders Association
- **Mail to:** 822 W. 23rd Street, Cheyenne, WY 82001

For more information contact: Kevin Burkett 307-631-3887 or email info@sewba.org

Builder Signature: _____

Date: _____

SEWBA Use Only

Entry Fee Received: \$_____

Performance Deposit: \$500

Floor Plan

Builder Biography

Builder Logo

Complete list of Subcontractors and Vendors

Complete Home Description including detail specification list of materials

Payment Method: Check Credit Card

Date Received: _____

Approved/Denied by SEWBA: _____