



ENTRY REGISTRATION & PAYMENT FORM

For multiple entries registration/payment information only needs to be submitted once

Submit form by mail or email to: NCHBA PO Box 99090 Raleigh, NC 27624 | tgarrett@nchba.org

PLEASE COMPLETE THE ENTIRE FORM

Eligibility dates: All entries must have occurred between January 1, 2017 through December 31, 2017. The exception is for Rookie of the Year which must be between January 1, 2016 through December 31, 2017

ALL ENTRIES ARE DUE BY JULY 1, 2018

COMPANY NAME:		CONTACT PERSON:	
ADDRESS:		PHONE:	
CITY:	STATE:	ZIP:	
EMAIL:			

ENTRY CATEGORIES & FEES

Rookie of the Year: _____ x \$100	Sales Professional of the Year: _____ x \$100
Sales Manager of the Year: _____ x \$100	Building Company of the Year: _____ x \$100
Online Sales Counselor of the Year: _____ x \$100	Marketing Professional of the Year: _____ x \$100

PAYMENT INFORMATION

Check: ___ Credit Card: ___ Visa ___ M/C ___ AMEX Total to be charged: \$_____

CC#: _____ Exp: _____ CSV: _____

Please carefully read the guidelines and rules on the opposite side of this paper. By signing below, the main contact agrees to these guidelines and rules.

Contact Signature: _____ Print Name: _____ Date: _____

City: _____ State: _____ Zip: _____

Authorized Signature: _____

PARTICIPATION AGREEMENT

FOR NCHBA USE ONLY

Payment received: _____ Ck#/CC: _____ Amount: _____ Paid by: _____



Official Application, Rules and Eligibility

Most Important Rules

1. If you are submitting your application by mail, the envelope must be postmarked **BY THE USPS BY JULY 1, 2018**. If you are submitting your application in person or via an overnight delivery service, applications must be received by 5:00 p.m. on July 1, 2018 at the NCHBA office. It is the sole responsibility of the applicant to ensure that his or her application meets the deadlines stated above.
2. Application must be legible, (typed or printed in ink) and must be accompanied by an application fee in the amount of \$100.00 payable to NCHBA. Applications may be submitted individually or in a group by the Broker. If submitted in a group, the applications may be accompanied by one check or credit card payment to cover all application fees.
3. Name of applicant should be written as you wish it to appear on your plaque or trophy. Note, all entrants will receive recognition.

Other Important Rules

4. Category for which entrant is applying **MUST** be properly indicated. NCHBA will determine the level of attainment for agent net sales and building company units sold.
5. Applications must be submitted on the **2018 NCHBA Galaxy Awards** application. You can also fill out the form on-line at www.21buildingexpo.com.
6. Mail applications, with payment enclosed, to: NCHBA, Attn: Tracie Garrett, PO Box 99090 Raleigh, NC 27624. Online applications should be sent to tgarrett@nchba.org with credit card information included.
7. Applications become the property of NCHBA once submitted unless applicant indicates interest in having application forwarded to The Nationals.

ADDITIONAL INFORMATION

ATTENTION BROKERS: Please make sure all information submitted on applications is accurate and verified. The submission of false information could result in the disqualification of the entire office.

VERIFICATION: Verification of eligibility must be confirmed by each agent submitting an application, and his/her broker or office manager must certify and sign the affidavit. When an agent has worked for more than one office during the eligibility period, both brokers must certify sales while in his or her office.

AUDIT: NCHBA reserves the right to randomly audit applications from the date of their receipt through August 15, 2018 to verify all sales claimed. No audits will be conducted beyond this period. If audited, copies of signed listing agreements and/or purchase contracts will be requested.

ENFORCEMENT: FAILURE TO ABIDE BY THESE RULES MAY RESULT IN DISQUALIFICATION OF THE INDIVIDUAL/COMPANY. THE INDIVIDUAL OR INDIVIDUALS INVOLVED MAY BE PROHIBITED FROM PARTICIPATING IN THE NCHBA GALAXY AWARDS FOR THE CURRENT AND/OR FOLLOWING AWARD YEAR. SUCH DECISIONS SHALL BE MADE BY NCHBA'S GALAXY AWARDS COMMITTEE. SUCH DECISIONS WILL BE FINAL.