

MMH&RV ASSOCIATION HOME SHOW APPLICATION ~ 2019

Eligible dealers are encouraged to apply for funding to the MMH&RV Home Show Reimbursement Program. Qualifying member dealers can receive up to \$2,500 per floor when they conduct a Manufactured Housing Home Show at a local county fair, home show, and/or local exposition. There is a cap of \$7,500 per year for individual dealerships and \$10,000 per year for dealerships with more than one lot. The effort is tied to the Association's Image Enhancement Program; a program to encourage more public viewing of manufactured housing products.

Participating dealers must submit a letter to the MMH&RV office applying for the funds to conduct a show at least **30 days prior** to the display date. **The letter must be returned with a completed copy of the Application Checklist.** In

addition, the letter must contain the show location along with relevant information about the show dates, times, and places. No funding will be available to members participating in their own dealer exclusive shows. Funding will be determined on a first come, first served basis, and the Association has set a limited budget for this program. All applications will be reviewed by the MMH&RV Home Show Committee for compliance, and funds will be remitted upon your follow-up and confirmation that you have successfully participated in the program.

Note: Both applicant dealer and manufacturer of the display home are required to have had active membership during the previous year and remitted Unit Funding proceeds throughout the year.

MANUFACTURED HOUSING HOME SHOW APPLICATION CHECKLIST

The following is a **checklist of the guidelines which must be met** to receive reimbursement for participation in the MMH&RVA Image Enhancement Campaign.

- ___ 1. The manufacturer of the display home and my business are members in good standing of MMH&RVA for at least one (1) year and have remitted Unit Funding proceeds throughout the previous year.
- ___ 2. The home(s) to be displayed are either manufactured homes or modular homes.
- ___ 3. A proposal for the home display was submitted to the MMH&RVA office in writing at least **30 days** prior to the display date.
- ___ 4. I have submitted the name of the manufacturer and model, including a copy of the floor plan; to MMH&RVA (the first retailer to apply for a particular event will have the first choice of manufacturer and model to display).
- ___ 5. This home will be **displayed offsite at a county fair, home show, and/or other exposition site.** **Reimbursement will not be made for homes displayed in a manufactured housing park or subdivision.** All displays are subject to committee approval.
- ___ 6. This home I am displaying: *(please include photographs after the event that verify each requirement)*
 - Has a shingled roof and residential siding
 - Will have the hitch removed (if visible and accessible to the public)
 - Has porch lights installed
 - Will have electricity provided to the home and all light fixtures functional with light bulbs installed
 - Will be skirted on all sides visible to the public or other perimeter enclosure utilized which is attractive and compatible with home design (skirting or lattice design)
 - Will have sturdy steps into and out of the home
 - The main entryway will have a deck or platform and steps that are even with the home,
 - Will be fully furnished in all rooms excluding guest bedrooms, with an upgrade furniture package, including bedspreads/pillows
- ___ 7. The dealership is a licensed by the State of Montana MVD. Attached is a copy of our state license.
- ___ 8. I will provide set-up, including all permits and insurance coverage.
- ___ 9. This home will be landscaped with the following; (If unacceptable to do this, submit an alternative design.)
 - A minimum of 3 trees/shrubs
 - Flowers, weather permitting
 - Decorative gravel, bark, or colored rock tastefully displayed
- ___ 11. This home will be available to the MMH&RVA Staff and Board to host a reception, if desired, at this event.
- ___ 12. Immediately after the event I will provide the MMH&RVA Office with adequate exterior and interior pictures showing the home in place with steps, the perimeter enclosure, landscaping and interior room furnishings; additionally, I will provide an attendance estimate from the event. (refer to **POST EVENT CHECKLIST**, page 2)
- ___ 13. I am applying for \$_____ in funding (\$2,500.00 per floor, not to exceed \$7,500.00 annually for individual dealerships and \$10,000.00 annually for a dealership with more than one location).

Dealer Name: _____ Date _____

MANUFACTURED HOUSING HOME SHOW POST EVENT CHECKLIST

Please return this page immediately following the event along with photo documentation and contact information if questions arise.

Dealer Name	
Event Name	
Event Date	
Estimated Attendance	
Contact Name	
Contact Phone	
Contact Email	

Exterior Photos

- Main Entryway – with deck/platform and steps that are even with the home
- Porch Light, Shingled Roof & Residential Siding
- Hitch Removed or Concealed if accessible to the public
- Skirting – all sides visible to the public

Interior Photos – (home fully furnished with upgraded furniture package excluding guest bedroom)

- Master Bedroom including bedspreads/pillows
- Master Bathroom
- Living Room
- Dining Room
- Guest Bedroom
- Guest Bathroom