

MAINTENANCE MANIA!

Presented By



Presenting Sponsor



Affiliate Handbook

2021-2022 Competition Year

Introduction

The National Apartment Association (NAA) along with Presenting Sponsor, HD Supply, is excited to offer the apartment industry Maintenance Mania®, a competitive program for maintenance technicians.

This handbook is a comprehensive guide on how to conduct a successful Maintenance Mania® event. It is full of detailed information to help make the competitions consistent, fair and easy to run for all affiliates. Please take the time to review each section. This document will save your event committee and staff significant time and effort in planning and executing the event.



This year's Maintenance Mania® National Sponsors whose commitment to maintenance professionals make this program possible are:



Table of Contents

Event Overview	2
Planning for Maintenance Mania®	4
Promoting Maintenance Mania®	6
Event Day Activities	7
Event Equipment	8
Game Structure	12
Scorekeeping	13
Awards Categories	14
National Championship & Post Event Requirements	15
HD Supply Education Contribution Program	16



For more information visit the Meetings & Events section at www.naahq.org or contact NAA's **Stefani Hurst** at **703-797-0665** or shurst@naahq.org.

Event Overview

Objective

Conducting Maintenance Mania® events allows local NAA affiliates to show appreciation for their maintenance technicians and recognize their importance to the apartment industry.

Overview

Maintenance Mania® is a national program offered by NAA with Presenting Sponsor HD Supply, in which maintenance technicians compete against each other in various skill-based games.

Each local NAA affiliate has the opportunity to have their maintenance technicians compete individually to win various local awards and a chance to compete at the National Championship.

If interested in qualifying for the National Championship, competitors must compete in each of the seven games. Individuals are not allowed to compete in more than one Maintenance Mania® event per competition year. Please refer to the Participant Rulebook to learn who is eligible to compete at the National Championship.

If a participant is employed by a community that is a member in another affiliate, please contact the Maintenance Mania® Executive Committee to determine eligibility two weeks prior to your event. Email details to **Stefani Hurst** at shurst@naahq.org. At the end of the competition year, NAA will verify eligibility and offer the top participant from each of the ten (10) NAA regions, plus ten rookies, the chance to compete in the National Championship.

“Rookies” are considered any participants that have never qualified for a Maintenance Mania National Championship, while participants who have previously qualified as a finalist will fall under the “Veterans” category. The ten (10) regional winners will earn an automatic spot as they have in the past. The traditional wildcard format will be replaced with the new rookie classification. Once the 10 regional winners are determined, the rookies with the 10 fastest times will earn the remaining 10 spots in the National Championship, regardless of region.

Affiliate Event Registration

Affiliates must sign and submit to NAA the Participation Agreement & Event Request to officially register an event. Once the form is received and the event date approved, the affiliate will receive confirmation and may begin the promotion process.*

The local affiliate is responsible for promoting and managing the Maintenance Mania® event, including sponsorship, judging and scorekeeping. Refer to the marketing resources on the affiliate host web page for ideas. After the games have been conducted, affiliates must submit their official score sheets to NAA, which will be used in determining the Maintenance Mania® National Championship finalists.

Affiliates are also responsible for following the instructions in the agreement in regard to insurance policies and liability waivers, as well as the obligations to Presenting Sponsor HD Supply.

Participant Registration

All participants must register and certify that they meet all the qualification criteria and are only competing in one Maintenance Mania® event for the season.

Event registration services can be provided by NAA. Please reach out to **Stefani Hurst** (shurst@naahq.org) if you would like to set that up.

Apartment industry employees from an NAA-affiliated association that is not conducting a Maintenance Mania® program may also register as competitors. The affiliate hosting the event must contact the Maintenance Mania® Executive Committee at least two weeks prior to confirm membership prior to the event.

*The local affiliate is responsible for securing a minimum of 35 committed competitors. If, two weeks prior to the event, there are less than 35 competitors registered, the event will be canceled.

Event Overview

Games

The event consists of six skill-based games based on common maintenance activities, plus a race car competition. Participants build their race cars prior to the event, aiming to have the fastest and most creative car built out of maintenance supplies. All games are timed to determine the fastest competitor in each game and overall.

It is critical that the affiliate not modify the game structure or competition requirements. The consistent layout and the application of the rules and requirements at each event allow for fair and equitable comparison of participant times within each region and nationally to select finalists for the Maintenance Mania® National Championship. If the Maintenance Mania rules or specifications are not followed this may lead to the affiliate and competitors being disqualified from competing in the National Championship.

Judges

Judges are provided by the local affiliate either through their sponsors or volunteers.



Protest Committee

All Maintenance Mania® events will be required to establish a Protest Committee (PC). All claims of cheating, dishonesty, or impropriety during a Maintenance Mania® event will immediately be reviewed by the on-site PC. The PC will have the ability to make a final determination on-site, however, should they need it, they can contact the Maintenance Mania Executive Committee for further guidance.

The Protest Committee, will consist of:
One (1) representative from the host association,
One (1) representative from HD Supply's local support team, and One (1) non-participant attending the Maintenance Mania event.

Marketing

Each local affiliate is responsible for marketing and finding sponsors for their event. For promotional ideas and templates visit the Maintenance Mania® website. Affiliates may reach out to their local HD Supply representative for additional ideas.

NAA's *units* Magazine will publish the standings from the affiliate events throughout the competition year. In order to be included, results must be submitted as soon as possible after the event. Coverage of the Maintenance Mania® National Championship will be published in the October edition of the magazine.

Regions*

NAA is organized into 10 regional entities. Participants' times will be compared within each region to determine the 10 regional National Championship Finalists and nationally to determine the 10 rookies*, and in accordance with the eligibility guidelines.

NAA Region	States
1	PA, WV, VA, DE, MD, DC
2	VT, NH, ME, NY, RI, MA, CT, NJ
3	MN, WI, IL, IN, MI, OH
4	KY, TN, NC, SC, GA
5	NE, KS, OK, IA, MO
6	NM, TX, AR
7	WA, OR, NV, ID, AZ, AK
8	CO, UT, WY, MT, ND, SD
9	FL, LA, AL, MS
10	CA, HI

* NAA reserves the right to modify the Maintenance Mania® finalist selection process based on actual local affiliate program participation to ensure a fair selection process.

Planning for Maintenance Mania®

Event Planning Checklist

To assist you in the planning process, an Event Planning Checklist has been posted on the NAA website. This checklist includes key information, reminders and milestones that need to be met and a recommended timeline.

NAA and HD Supply will also schedule a planning call prior to your event to ensure the event will be a success.

Local Supplier Sponsorships

Affiliates are encouraged to solicit local sponsors (at a level below HD Supply and the other national sponsors) to offset the costs of hosting the event. If the local sponsorship allows a company to sponsor your event, it is recommended that the affiliate provide the local supplier with signage near their game. Please see the marketing resources for ideas.

Facility Selection and Floor Plans

It is important to select and reserve your facility for conducting the program early. This ensures that there are no late changes in the dates that create conflict with competition set availability. You will need a facility that can comfortably accommodate your event participants and spectators. If you plan on having less than 50 participants, a room with at least 2,800 square feet is required or turnout will be greater than 50 participants, a 4,000 square foot room will be needed to accommodate the equipment and crowd. When booking venues, please also consider the accessibility of the event space. The equipment is shipped in rolling cases that are 39"x48"x80" and weigh more than 700 pounds each. Please also review the Event Venue Requirements before you select a venue to ensure it meets all the needs.

A minimum of 8 feet between competition sets is recommended to allow competitors sufficient space to complete the event requirements without being obstructed by other competitors or spectators.

The affiliate should set up a designated area to be used as the "stage" area or focal point for the Master of Ceremonies, and for tracking the qualifying times and presenting the awards.

Volunteers

Affiliates will need to secure volunteers to help judge each game and keep score for the event plus a Master of Ceremonies. These volunteers can be from the local sponsors of the event or members of the local affiliate, staff or the suppliers' council. Volunteers may not include anyone competing the Maintenance Mania event. Volunteers will be asked to assist with set-up and break-down, as well as competitor flow. Judges should review the training materials available online prior to the event. It is highly recommended that a short training session is provided on-site prior to the start of the competition.

Any members that are also CAMT designates should be asked to participate in a leadership role to emphasize the importance of education. Volunteer event judges should carry out several dry runs of their assigned game, so they have an understanding of what is required from each competitor in addition to the game reset process.

Event Official

A member of the HD Supply team will be assigned as Event Official for your competition. This is the person that can address any questions or concerns regarding set-up, game rules and scorekeeping. You will be notified of your event official during the pre-event planning call.

Master of Ceremonies

The affiliate should select one or two members to serve as Master(s) of Ceremonies (MC) for the program.

MC responsibilities are as follows:

- Keep the overall program on track and within the targeted time frames
- Direct participants to games that do not have a line
- Periodically announce the current leading times by event



Planning for Maintenance Mania®

Event Equipment

NAA and HD Supply will provide all the competition materials required to conduct the skill-based and race car competitions. The competition equipment is shipped to the event facility a day before the event and picked up the day after whenever possible. All of the equipment is stored in cases on casters for easy loading, un-loading and transport within the facility.

The local affiliate is responsible for obtaining competition tables of the same size: 8 feet long by 30 inches wide. The tables must be proper size in order to ensure continuity across all local events. If any local event is found to be using improper competition tables, all competitors will be disqualified from competing in the National Championship. It is very important that these tables are secured for the event as the competition equipment is designed to be set safely on tables of this size. Tables for registration and other activities can be of any size.

The competition timers are battery powered so only two electrical outlets are needed in the competition area.



Timing of the Event

The setup of the event will be completed by association volunteers with assistance from HD Supply representatives. It will generally take two- to two-and-one-half hours to unload and set up the games. No Maintenance Mania® competitors should be allowed to assist in or observe the setup of the event equipment to ensure fairness across all local events. We recommend scheduling your judges and volunteers to arrive a minimum of 4 hours before the event begins, so they have ample time to learn how to judge the games, become acclimated to the scoring process and participate in the dry run.

After setup has been completed, there should be at least 30 to 45 minutes for the judges and volunteers to learn each game's instructions, completion requirements and reset responsibilities, as well as to familiarize themselves with the scorekeeping process. Once the competitors have arrived, allow 45 minutes to one hour to brief them on the game instructions, completion requirements and to participate in a dry run of each individual game. The competitors are not required to participate, but it is encouraged so that they are more familiar with each game before the official competition.

Most affiliates should plan for the complete event, from kickoff to awards ceremony, to take two to three hours.

The teardown of the games will be conducted by HD Supply representatives and the association volunteers. A representative from the affiliate must be on hand. They will be responsible for getting the individual games back into their shipping cases and attaching the shipping labels for pickup. This will take approximately one hour.

Race Car Competition

It is recommended that the official race car competition be held during the second half of the program. During the preliminary dry run period, participants are permitted to conduct trial runs and make adjustments to their race car. It is recommended that an announcement be made when trial runs are completed and the check-in process has begun. The MC should build upon the excitement/buzz for the race car competition as the program progresses.

Handbook

Affiliates should provide all Maintenance Mania® volunteers with copies of the sections of this handbook relevant to their assigned responsibilities. The handbook is available in electronic format on the affiliate resources only section of the NAA website.


NAA has marketing resources to assist affiliates with ideas to promote their event.

Promoting Maintenance Mania®



Promotional Ideas

The marketing resources can provide some difference types of promotional ideas, and includes key Maintenance Mania® information that should be included. Ideas include:

- Email Blasts
- Advertising
- Social Media 
- Flyers
- Press Releases

When to Begin Promoting Maintenance Mania®

NAA and HD Supply recommend announcing the date and time of the event as soon as this information is confirmed, and no later than three months before the event takes place. There are many promotional methods available for the affiliate to utilize in order to maximize turnout and participation in the HD Supply Education Contribution Program (refer to page 16).

Promotion Frequency

NAA and HD Supply recommend promoting the event to their members at a minimum of every two weeks starting three months out, and every week during the last month prior to the event.

Marketing to Management Companies

Affiliates should consider marketing to their major management companies to register their associates for the event. Management companies may want to enter employees from all of their properties and use the event as an internal team-building exercise.

Marketing to the Suppliers' Council

Affiliates should work with their supplier council members to promote the event during property visits. It is recommended that supplier council members be provided with a flyer regarding Maintenance Mania® for distribution by their sales and service representatives.

Requirements for Event Marketing and Sponsorships

In response to issues regarding past Maintenance Mania event marketing and sponsorship issues, the Maintenance Mania Executive Committee has created the following requirements that must be met when marketing and obtaining sponsors for the MM Season. These requirements are aimed at helping to provide some guidance on what to include in marketing materials and sponsorship types for local sponsors.

Sponsorship requirements:

1. Local sponsorships cannot be called Game Sponsors. Game Sponsorships are reserved for the eight National Game Sponsors. Alternative sponsorship options include Judge, table, or station sponsor.
2. Local Sponsorships should not be billed above the National Apartment Association (Co-Sponsor) and HD Supply (Sponsor).

Marketing requirements:

1. Co-Sponsor and Sponsor logos should appear on all Local Affiliate marketing materials, this includes flyers, emails, press releases, websites, post cards, etc.
2. National Game Sponsor logos should be included on all marketing materials when possible. National Game Sponsor logos should appear on affiliate MM webpages and in emails.

Event Day Activities

Putting on a successful Maintenance Mania® event requires a team effort. The list below is a distilled version of all the activities that have to be completed at the event:

Affiliate responsibilities

- Make sure tables are in room before setup volunteers and the HD Supply team arrives. Remember, tables must be 8 foot by 30 inches long.
- Make sure sponsor or volunteer judges arrive on time for training session
- Be sure to be on hand during setup process
- Have scorekeeper arrive early to setup and test system
- Make sure participant materials are ready
- Make sure competition is conducted according to program rules
- Make sure scorekeeping is conducted according to program rules
- Make sure NAA, HD Supply and national sponsors are recognized
- Make sure prizes and or certificates are awarded correctly
- Take note of any event issues and forward to NAA
- As the venue contact, be on hand during tear down of game equipment

Judge responsibilities

- Participate in the game training
- Agree to judge fairly and consistently
- Participate in the practice run
- Participate in the scorekeeping training
- Ask the HD Supply team any questions regarding the games
- Assist with traffic flow by paying attention to backlogs and open games

Volunteer Responsibilities

- Setup game equipment with HD Supply
- Teardown and repack game equipment with HD Supply

HD Supply team responsibilities

- Setup and review game equipment
- Deliver scorekeeping system to scorekeeper
- Train judges
- Address issues with game equipment
- Complete restock checklist
- Teardown and repack game equipment
- Collect scorekeeping equipment
- Place shipping documents in plastic pouch located on equipment cases



Event Equipment

All of the competition equipment needed for the event is provided by the event's national sponsors. The equipment is shipped and stored in cases on wheels for easy loading, unloading, and transport within the event facility. However, it is important to remember that the equipment is very heavy and may not fit through a standard single door.

Competition Set Sizes

Competition sets are typically assigned based on historic participant turnout and/or the estimated number of participants stated on the Event Request. Here is how we will schedule each set:

- Events with less than 50 participants will receive a Small set with one station per game. (Race Track and 6 game stations)
- Events with more than 50 participants will receive a Large set with two stations per game. (Race Track and 12 game stations)
- Events with more than 150 participants will receive an Extra Large set with three stations per game. (2 Race Tracks and 18 game stations)

Please note: NAA and HD Supply may assign sets differently to maximize availability and hold as many events as possible.

Some small events may receive a large set due to shipping routes, but large events will never receive a small set unless agreed by affiliate to have a small set. You will not be required to setup two stations per game if this occurs.

Your assigned set will be confirmed during the event planning calls. This distribution in competition set sizes allows small events to better allocate resources by requiring less staff, less tables and less room to host the event, and gives historically large events the ability to grow their event or get their participants through the games faster.



Shipping

The competition equipment is shipped to the event facility typically a day before the event and picked up the day after the event whenever possible. The following shipping documents will be provided to the HD Supply event lead ahead of the event:

- Bill of Lading (BOL)

Affiliates Need to Provide

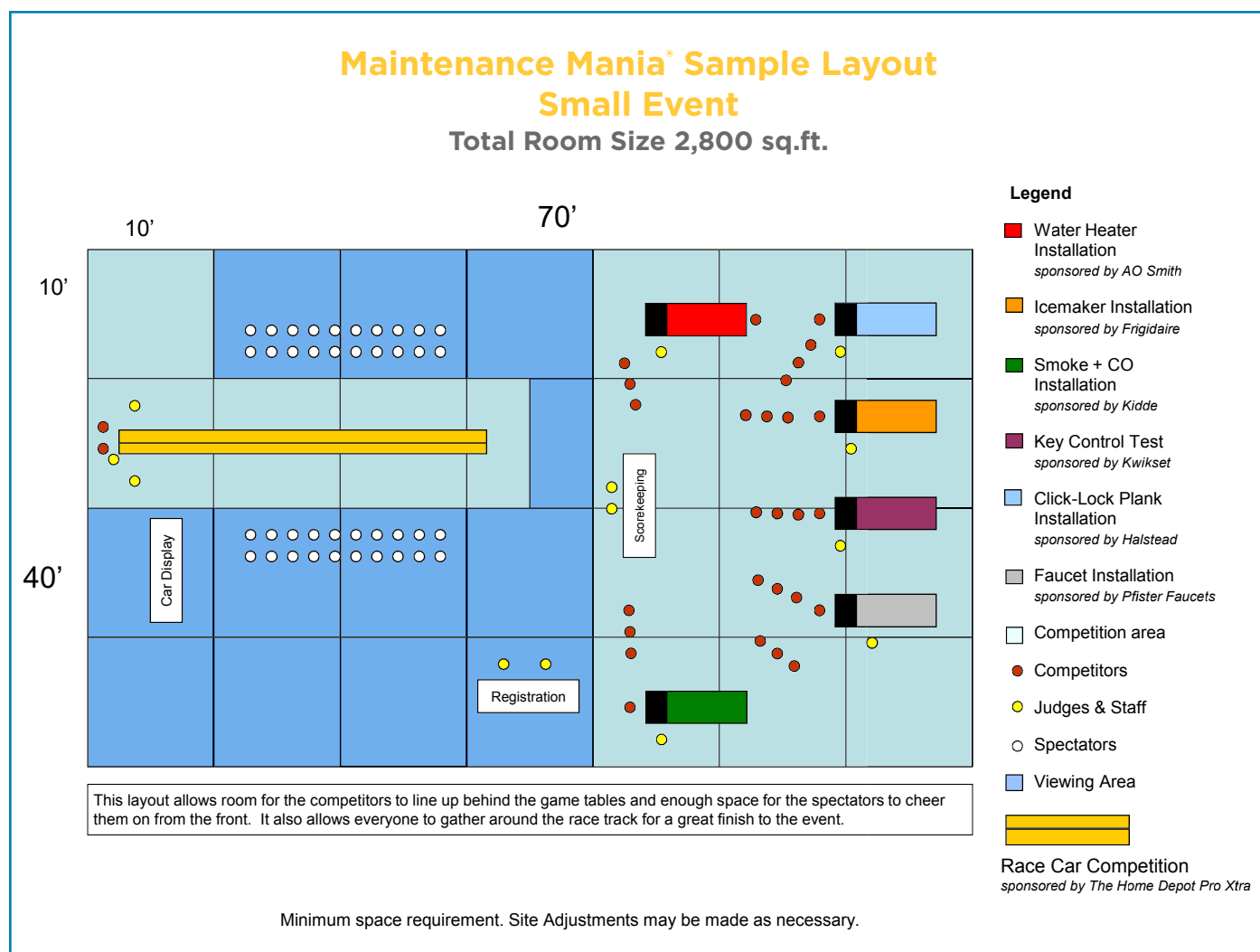
Competition tables that are 8' long, 30" wide and 29" high. The number required will depend on the size of the competition set: 9 for Small, 17 for Large, and 26 for Extra Large.

1 table, for registration of any size

1 table, for scorekeeper of any size

2 electrical outlets are needed within 100' of the competition area for the race car track timer and scorekeeping system

Here is a layout that may be suitable for Small events with a minimum room size of 2,800 sq.ft.



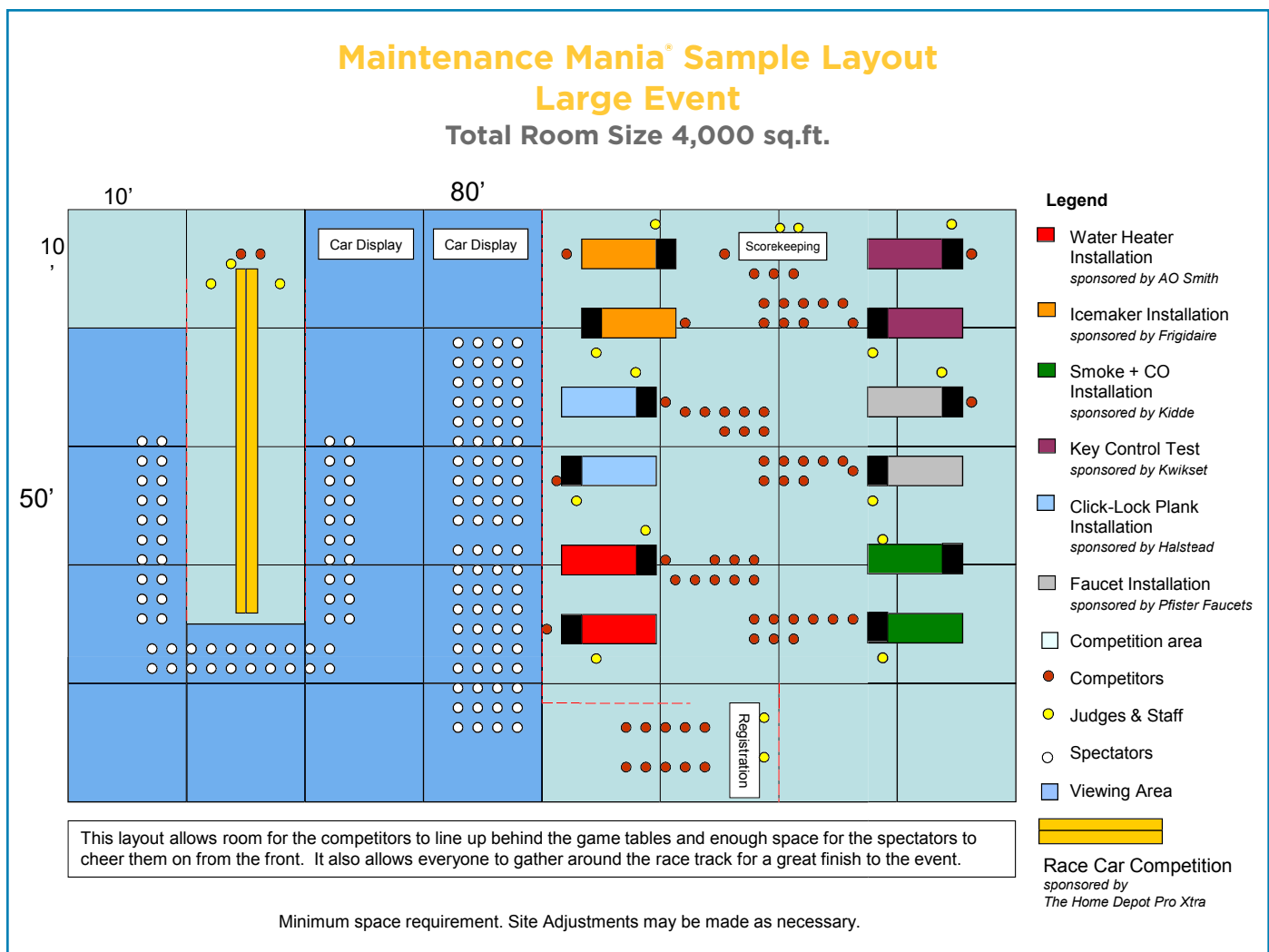
Event Equipment

Room Setup

The affiliate is responsible for determining the room setup based on the type of event. A minimum of 8' between game stations is recommended to allow competitors sufficient space to complete the game requirements without being obstructed by other games or competitors.

1. Set the competition tables where the game stations are going to be located according to the room layout requirements.
2. A team of 3 should unload the race car track and begin assembly where the race car competition is to be held.
3. Unload the table covers from the race track case and distribute them to their assigned competition tables.
4. Unload the game equipment.
5. Unload the game banners and setup behind each game station. The large sponsor banner should be setup on the stage.
6. Local Sponsors may set up signage on or around the competition tables as long as it doesn't interfere with the game or cover any national sponsor material.

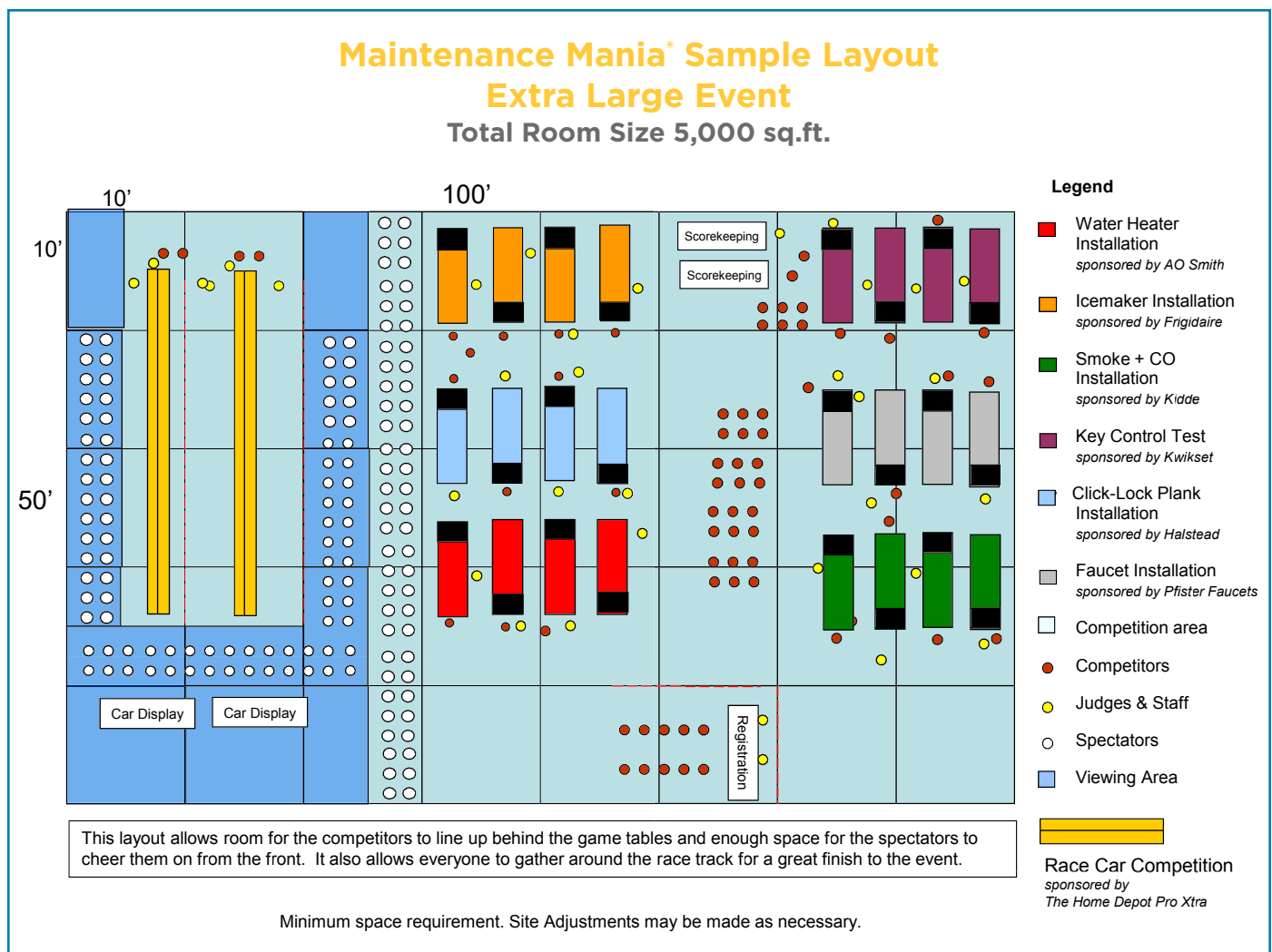
Here is a layout that may be suitable for Large events with a minimum room size of 4,000 sq.ft.



Equipment Teardown

1. Once the race car competition has started and all competitors have had an opportunity to compete in the skill-based games the competition tables can be dismantled.
2. Start by storing the timers.
3. Follow the teardown instructions for each game found in the Equipment Handbook and note any items damaged or lost during competition.
4. Make sure nothing is left behind then close and lock cases.
5. Confirm with the venue and ensure that the cases will be accessible for pickup by the freight carrier prior to leaving the event.

Here is a layout that may be suitable for Extra Large events with a minimum room size of 5,000 sq.ft.



Game Structure

To review details on game and judge responsibilities, see the Maintenance Mania Participant Rule Book at naahq.org/maintenance-mania.



Scorekeeping

Scorekeeping

Maintenance Mania uses a wireless scorekeeping system to automate score entry and tabulation at all events. The system uses a database to keep track of all scores similar to the way the excel spreadsheet worked; but instead of having a scorekeeper key-in all the times it's the judges who capture them on smartphones.

Equipment

The scorekeeping equipment now contains the system with all the components needed to run it at the event, including:

- Database laptop – records all scores and participant information
- Judge score entry devices – While it is highly recommended that judges use their personal smartphone, we will provide an Apple iPod Touch for each judge

Here is a simple overview of the steps required to operate the system. A detailed scorekeeping tutorial and screenshots of the scorekeeping system is available on the NAA website.

1. Plug in all scorekeeping ipods so that they are charged prior to the event
2. Power up the laptop and log into your affiliate's dedicated scoring site
3. Upload participant list or access previously loaded list
4. Assign participants their number according to the database
5. Train judges and main scorekeeper and email/text them their unique code
6. Begin the event
7. Once the event is over, confirm that your winner summary is accurate



Scorekeeping Staff

The system will be setup and run by your scorekeeper. Every effort has been made to make this as simple a process as possible.

- **Judge:** Observes the participants perform the game requirements, inspects the installation, enters the score into their smartphone, and resets the game for the next competitor.
- **Scorekeeper:** Manages the scorekeeping system through the database laptop and addresses any scorekeeping issues with the judges.

Scorekeeping Vocabulary

- **First Chance Time:** Initial time it takes for the participant to start the timer, complete the competition requirements and stop the timer.
- **Callback time:** Additional time it takes for the participant to restart the timer, correct any mistakes and/or complete missed competition requirements, and stop the timer again.
- **Total Time:** Total of First Chance Time plus any callback time or Second Chance Time plus any callback time.
- **Second Chance Time:** Each participant receives one opportunity to redo any one game to obtain a better time. The lowest of the recorded times will be used as the official time.
- **Scorekeeping System:** Database where all participant information and scores are managed.

Scorekeeping Materials

Affiliates are provided score cards prior to their event. Affiliates print labels with the participants name and number to attach to the cards, using Avery 1/2" x 1-3/4" mailing labels (Product # 18167). The template to perform a mail merge is on the NAA website. The Score Card is the participant's evidence of times attained at each game and is retained by the participant.

Registration and Scorekeeping

A centralized registration system is used in conjunction with the scorekeeping system. This platform allows you to manage all participants' information online and easily import the data into the scorekeeping system. More information is available on the NAA website.

Awards Categories



The following are examples of awards that can be presented at the end of a Maintenance Mania® event.

Maintenance Mania® Awards

Individual Game Winners

Awards can be given to 1st, 2nd, 3rd Place and Honorable Mention in each of the skill-based games:

- AO Smith Water Heater Installation
- Pfister TopPfit Faucet Installation
- Frigidaire Icemaker Installation
- Halstead Click-Lock Plank Installation
- Kidde Smoke & Carbon Monoxide Installation
- Kwikset Key Control Deadbolt Test
- The Home Depot Pro Xtra Race Car Competition

The affiliate can also give the competing individuals various awards at a local level. It is up to the affiliate to decide how they will distribute the awards to the winners at individual events.

Race Car Awards

- Maintenance Mania® Awards can be presented to 1st, 2nd, 3rd Place and Honorable Mention in the Race Car Competition.
- A total of 4 Race Car Competition Awards can be presented.

Additional awards for the Race Car Competition may be given for “Best Use of Maintenance Supplies” and “People’s Choice.”

- “Best Use of Maintenance Supplies.” The race car design must include the use of at least one plumbing, one electrical, and one hardware part to be considered for this award. These can be used in any manner, as long as the vehicle meets the official race car specifications.
- “People’s Choice.” Voters will consider the use of maintenance supplies, overall design, creativity and originality. All attendees at the Maintenance Mania® event will have an opportunity to vote for the People’s Choice Award.

Maintenance Mania National Championship Qualifying Awards

Maintenance Mania® participants who declare their interest in the National Championship Qualifying Program must compete in all skill-based games and enter a car in the race car competition.

- Awards are given to the three fastest competitors in the National Championship Qualifying Program.
- A total of three awards will be presented: 1st, 2nd and 3rd Place.

Certificates

A Certificate template for each award category mentioned is available on the NAA website. You can be able to save the file with changes and print them later; it is set up to print each certificate separately.

Additional forms of recognition for the winners such as trophies, medals, plaques or prizes are optional and up to the local affiliate.



Maintenance Mania® National Championship & Post-Event Requirements

The Maintenance Mania® National Championship will be conducted every year in June, in conjunction with Apartmentalize. The games will be developed from the standard competitive event categories, although games may be conducted differently at the local level.

National Competitors

NAA will take the fastest competitor from each of the 10 NAA regions, and 10 additional rookie competitors to the National Championship. The top finalists competing in the Maintenance Mania® National Championship will receive complimentary airfare, hotel accommodations and registration to Apartmentalize.

Prizes Awarded to the National Championship Winners

1st Place: The winner receives a CAMT scholarship from NAA and the local affiliate (if offered).

1st, 2nd, and 3rd Place also receive various prizes donated by presenting sponsor HD Supply and the National Sponsors AO Smith, Frigidaire, Halstead, Kidde, Kwikset, Pfister and The Home Depot Pro Xtra.

Winner's Summary

The affiliate must complete the following steps to report the competition results to NAA:

- Certify that the results of the competition are fair and accurate for all local competitors.
- Ensure the registration, winner's summary and all scores files are uploaded to the event

management system.

Post Event Press Release

It is recommended that the affiliate submit a post event press release to all their key media or other pertinent contacts with the information filled out with the winners' complete names, company, and final times. A press release template can be found on the NAA website.

Survey

An electronic survey will be sent to the affiliate after the event has been completed. It is imperative that the affiliate take the time to enter their comments into the survey as well as provide accurate counts for both competitors and spectators.. NAA and HD Supply will use the results to improve the program.

Affiliate Article

The affiliate should include an article and report the results of the competition in the earliest possible edition of their newsletter or magazine.

units Magazine

NAA will include the standings of each local affiliate's Maintenance Mania® event in the following issue of *units* Magazine as space allows. In order to be included, please submit your results as soon as possible.



* NAA reserves the right to modify the Maintenance Mania® finalist selection process based on actual local affiliate program participation to ensure a fair selection process.

Program Benefits to Affiliates

HD Supply Contribution

As part of HD Supply's presenting sponsorship, all participating affiliates conduct a promotional program to raise funds for the affiliate's education programs. Through the promotional opportunity, the affiliate can earn a maximum contribution of up to \$6,000* with a guaranteed contribution of at least \$500 on net qualifying purchases† made by their members from HD Supply Facilities Maintenance during the promotional program.

At the conclusion of the Maintenance Mania season, HD Supply will send each affiliate's members a brochure offering special Maintenance Mania® promotional pricing from the National Sponsors for a 5-week period. This is the main opportunity for the affiliates to remind their members to help the association by buying the products they use every day from HD Supply and to build up the excitement for the National Championship.

The brochures sent to participating affiliates will feature a source code for their members to use when purchasing the products featured in the brochure or any other products in the HD Supply catalogs. HD Supply will use the source code to track the respective affiliate members' purchases during the respective time frames.

HD Supply will calculate the net qualifying purchases made during the promotional period and make a contribution to the affiliate based on the following program tiers‡:

Tier	Description	Payment
1	Guaranteed Minimum Contribution	\$500
2	National Sponsor Purchases	6% of national sponsor brand
3	Remaining HDS Purchases	4% of all remaining net qualifying purchases if payout threshold achieved

The contribution will be paid out by August of 2022.

*The maximum contribution is based on association unit count. Payouts to associations with less than 100,000 units are capped at \$4,000. Payouts to associations with 100,000 units or greater are capped at \$6,000.

†Net qualifying purchases are gross purchases less returns, shipping, and taxes. Special order and renovation purchases do not qualify for this program.

‡Payout of the Tier 3 purchases occurs if the association achieves a threshold of \$1 in purchases for every member unit. (e.g. If affiliate has 20,000 units in their membership as reported by NAA, they must achieve \$20,000 in remaining HD Supply net qualifying purchases to receive the Tier 3 payout).

What's in it for a Local Affiliate?

- Opportunity for affiliates to offer an additional quality program to members
- Opportunity to offer a stronger maintenance competition program than has been available in the past
- Opportunity to increase attendance at other events by having service team members more involved through Maintenance Mania®
- Strong probability of net positive revenue beginning in year one (affiliate can charge for the event and offer other sponsorship levels)

What's in it for a Local Affiliate's Member?

- Participation in a fun association event
- Opportunity to promote heavily as an association benefit with management companies, property managers and maintenance techs
- An easy way to help your local apartment association raise funds for education programs
- Better pricing on everyday items through the promotional education contribution program

What Are the Local Affiliate's Commitments?

- Promote and manage the local Maintenance Mania® event
- Incur a \$500 event host fee to be paid to NAA within two weeks of the event completion date. This fee covers drayage or handling charges applied to the program equipment by the event venue, decorator or exposition services company. This fee also covers inbound and outbound program equipment freight charges.
- Provide the National Championship winner (if they are from your affiliate) with a CAMT scholarship by waiving fees for CAMT classes; NAA will provide the training materials free of charge
- Represent HD Supply as the Presenting Sponsor (highest sponsorship level) of the local affiliate's event
- Promote national sponsors whenever promoting the event



Congratulations!



**MAINTENANCE
MANIA!**
NATIONAL CHAMPIONSHIP
VIRTUAL

Presented By
NAA
NATIONAL APARTMENT ASSOCIATION

Presenting Sponsor
HD SUPPLY

**2020
CHAMPION**



MICHAEL BAILEY
Maintenance Supervisor
The Beach Company
Apartment Association
of Greater Columbia



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