



**Cobb Galleria Center
Two Galleria Parkway
Atlanta (Marietta), GA 30339**

March 15-17, 2019

Sponsored by the Piedmont Division, NMRA

www.TheModelTrainShow.com

Show Manager: David Gelmini
234 Hummingbird Court
Hampton, GA 30228

Phone: 770-707-5019
email: atcgel@gmail.com

EXHIBIT SPACE ORDER FORM & RESERVATION INFORMATION

Organization: _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (_____) _____ e-mail: _____

Primary Items to be Sold: _____

Number of Name Badges Required: _____ (1-5 Tables-2 Free; 6-9 Tables-3 Free; 10+ Tables-4 Free; Additional Badges @ \$5.00/each)

Space Request: _____

TABLE ORDER:

	<u>Number of Tables Ordered</u>	Cost @	Total <u>Amount</u>
1-9, 30" x 8' Tables: \$75.00 per table	_____	@ \$75.00 =	\$ _____
10 or more 30" x 8' Tables: \$70.00 per table	_____	@ \$70.00 =	\$ _____
Extra Badges:	_____	@ \$5.00 =	\$ _____
Electricity: \$75.00 per drop	# of drops _____	@ \$75.00 =	\$ _____

Check or Money Order only accepted as method of payment. **Grand Total** \$ _____
Please make the check payable to: Piedmont Division, NMRA

OFFICE USE ONLY

Payment received date: _____ Check #: _____

Total: _____ Balance Due: _____

Email confirmation sent (date) : _____

Notes: _____

TERMS and CONDITIONS (SEE NEXT PAGE):

TERMS and CONDITIONS:

1. Vendors and Exhibitors must check-in at the Show Command Post prior to move-in.
2. Every vendor will receive 2 badges free with up to 5 tables; 3 free with up to 9 tables, 4 free with 10 or more tables (additional badges @ \$5.00 each) in the information packet available at the time of move-in.
3. Electricity is available at \$75.00 per 110-volt drop. Electricity must be ordered in advance as on-site electrician rates may apply if electricity is ordered at the show
4. Security from move-in, Friday through the close of the show on Sunday will be provided. However, The Model Train Show sponsored by the Piedmont Division, NMRA and the Cobb Galleria Center are not responsible for any loss or damage to vendor or exhibitor property. We suggest you cover your exhibit and take whatever other precautions you believe necessary to protect your property.
5. Tables are sold for the two days of the show only.
6. Train-related merchandise must be your main focus of all merchandise displayed.
7. Exhibit space location is solely at the discretion of The Model Train Show sponsored by the Piedmont Division-NMRA. Please attach any special requests for your exhibit space with this application, but The Model Train Show sponsored by the Piedmont Division-NMRA cannot guarantee adherence to the request.
9. Vendors/Exhibitors must stay fully set-up and open until 4:00 PM Sunday. Any vendor/exhibitor who does not stay fully set-up will risk denial for space at future shows.
10. **Vendors/Exhibitors must check-in by 9:00AM, Saturday or forfeit the tables without refund.**
11. Tables are considered sold when The Model Train Show confirms your paid application, and is non-refundable.
12. Vendors/Exhibitors must not tack decorations or coverings to ceilings, walls or floors.
13. Vendors/Exhibitors must collect sales tax and remit to Georgia Dep't. of Revenue. Forms will be distributed at the show.
14. Vendors/Exhibitors must comply with the policy regarding driving-in of vehicles into Cobb Galleria Center.
15. Vendors/Exhibitors must not assign/sublet all or parts of allocated space without the consent of show management.

EXHIBITOR AGREEMENT:

I have read and agree to the terms and conditions of the exhibitor agreement. I understand and agree the purchase of tables and services cannot be canceled or refunded and I acknowledge I have received the services. I further agree and fully understand I must keep my exhibit fully set-up and open until the show is closed at 4:00 PM, Sunday. I agree and understand The Model Train Show sponsored by the Piedmont Division, NMRA and the Cobb Galleria Center assumes no responsibility for any exhibitor property or for safety at the show. I agree to hold harmless The Model Train Show sponsored by the Piedmont Division-NMRA, the Cobb Galleria Center, contractors, volunteers and any persons associated for any and all actions that may occur involving the show. I agree to indemnify The Model Train Show sponsored by the Piedmont Division-NMRA and the Cobb Galleria Center for any liability caused or related to my participation under this agreement. I further acknowledge and agree The Model Train Show sponsored by the Piedmont Division-NMRA may cancel the show and refund all prepaid money without further liability, and secondly, the information provided here is subject to change at any time.

Applicant's Signature

Date