



Boulder Model Railroad Club
39th Model Railroad Exposition 2016
December 9-11 Longmont, CO
Vendor Update



2016 Vendors:

The Boulder Model Railroad Club invites you to participate as a vendor and display at the 38th annual Model Railroad Exposition to be held Dec. 9, 10 & 11 at the Boulder County fairgrounds 9595 Nelson Rd. Longmont, CO, Main Exhibition Bldg. Show times are 10 am — 5 pm Fri., Sat. & Sun. Set up for the show will be Wed. & Thurs. Dec. 7th & 8th 10:00 AM — 5:00 PM and Fri. morning before the show 8AM — 10AM. See the timeline below for more details. Floor maps will be provided at the door. All Layouts and Vendors requiring electricity should bring an extension cord at least 50 feet long.

2016 Exposition Time line

12/7 - Wednesday		
	9:15 AM – 9:30 AM	Walk through with Boulder County – Floor Layout begins
	10:00 AM – 10:30 AM	Tables delivered.
	10:30 AM – 1:00 PM	Floor Layout being completed and table placement will begin.
	1:00 PM – 6:00 PM	Building open for layouts to drive in and unload, Please keep your Vehicle in building no longer than 30 minutes. Layouts located in the traffic pattern cannot set up until Thursday PM.
12/8 - Thursday		
	7:30 AM – 11:00 AM	Building open for vendors and layouts to drive in and unload, Please keep your Vehicle in building no longer than 30 minutes. Layouts located in the traffic pattern cannot set up until Thursday PM.
	11:00 PM – 7:00 PM	Vendor and Layout move-in and set up continues. Building closed to vehicles.
12/9 - Friday		
	7:30 AM -10:00 AM	Setup time continues
	10:00 AM – 5:00 PM	Show is open
12/10 - Saturday		
	8:00 AM – 10:00 AM	Pre-Show
	10:00 AM – 5:00 PM	Show is open
12/11 - Sunday		
	8:30 AM – 10:00 AM	Pre-Show
	10:00 AM – 5:00 PM	Show is open
	5:00 PM – 8:00 PM	Tear Down



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Vendor Table Rental

Vendors who supported the BMRC with participation in the 2015 show will be given table preference for the 2016 expo. Due to anticipated vendor demand and our desire to accommodate as many different vendors as possible, the maximum number of tables you are able to reserve in 2016, will be limited to the number you reserved in 2015. **Vendors who participated in the 2015 expo and want tables for 2016, must return the reservation form with full payment prior to August 1, 2016.** Paid reservations are \$30 for each table.

After August 1st, remaining tables will be available to ALL vendors regardless of 2015 participation contingent on space being available.

Paid reservations received prior by Oct 1, 2015 will be \$30 for each table, reservations after Oct 1, 2015 will be \$40 each, contingent on space being available. Tables are 8 feet in length.

Paying for your reservations

Space is not guaranteed without a paid reservation. Please remit the full amount for the number of tables requested by check or money order. Checks to be made out to - Boulder Model Railroad Club, PO Box 17961, Boulder, CO 80308.

Cancelations

If the show is cancelled by BMRC, vendor reservations costs will be refunded. Vendor initiated cancellations will be honored with refunds if received by the show chairman before November 24th, 2016. Table cancellations after that date or vendor nonappearance at the show cannot be refunded. Thanks for your understanding.

Taxes and services

Sales tax is individual vendor's responsibility. Electricity for vendors is not guaranteed, please note if electricity is required. Wi Fi Internet access should be available (should, not guaranteed). Table covers are not supplied. Parking is free for vendors in the west lot adjacent to building. Food service & ATM will be available. Each vendor will be provided two admission tickets good for the three show days. Additional vendor id badges are \$5.00 per additional person.



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Boulder Model Railroad Club

Box 17691

Boulder CO 80308

Direct Questions to:

Show Chairman: Greg. Pinkham

Cell: (712) 642-3710

Email bmrc.trainexpo@gmail.com

<p>Registration Form</p> <p><i>Mail this form with your Check or Money Order to</i></p> <p>Boulder Model Railroad Club</p> <p>Box 17691</p> <p>Boulder CO 80308</p>	
Business Name	
Name	
Address	
City & Zip	
Email	
Phone	
Mobile Phone	
Number of Tables	
Total Payment \$30.00 per Table \$40.00 after Oct. 1	

Please List any special instructions on the reverse side of this page

All Vendors requiring electricity should bring an extension cord at least 50 feet long.

BMRC Use

Date Received	
Check/MO #:	Amount:
Number of Tables Requested	
Number of Tables Assigned	