

Annual New Mexico Railroad History Celebration Exhibitor/Vendor Application and Contract



September 15-16, 2018 – New Mexico Railroad
History Weekend; Santa Fe Railyard Area

Jim Terhune, Team@NMRailroadHistory.com

El Museo (505)992-0591, Info@ElMuseoCultural.org

Location: El Museo Cultural, 555 Camino de la Familia, Santa Fe, NM 87501
(In the Railyard across the tracks from the Farmer's Market)

Show Dates / Time: September 15th and 16th, 2018

Set-up Window: Friday, September 14th, 10a - 6pm

Hours of Operation: Saturday, 10am - 4pm and Sunday, 10am - 4pm

Teardown Window: Sunday, September 16th, 4pm - 6pm or Monday 17th morning

Weekend Fee: No charge, Donations
to NMRHC welcome

Sign-up Method: Fill-in and submit application on website or
print form and mail to:

Sign-up Deadline: August 15, 2018

New Mexico Railroad History Celebration
P.O. Box 22235, Santa Fe, NM 87502

Application

Company Name: _____ Application Date: _____

Exhibitors Name: _____ Helper(s) Name: _____

Email Address: _____ Phone Number: _____

What are you exhibiting / selling? _____

Space Request: _____ Electrical Needs: _____

Special Requests: _____ Other Needs: _____

Exhibitor/Vendor Agreement

- No smoking inside the building or within 25' of any entrance.
- To indemnify and hold harmless the show management and staff from any losses or damages incurred in connection with their participation in the event.
- Exhibit/booth must be set-up and staffed when event opens each morning.
- To be open and available for business during show dates and times; or have a substitute for same.
- To bring own lights and cords with a multi-plug fuse breaker between their lights and the wall receptacles. All wiring will be taped down and made safe. No heaters of any kind.
- To bring their own table(s) and chairs. To cover tables with certified flame-retardant clothes.

Participation

- Accommodation requests based on available space – first-come, first served
- Terms of the contract: **September 14-17, 2018**

Vendor Signature and Date

Event Representative and Contract Date
(Signed contracts kept on file by NMRHC)

www.NMRailroadHistory.com

Partnered with TOURISM Santa Fe, New Mexico History Museum, El Museo Cultural de Santa Fe, La Fonda on the Plaza, KeepSantaFeBeautiful, Santa Fe Railyard CC, Railyard Park Conservancy, Violet Crown Cinema, New Mexico Rail Runner Express, Santa Fe Model Railroad Club, Santa Fe Southern Railway, Santa Fe Children's Museum, Historical Society of New Mexico, Santa Fe Community Foundation, and others