

February 2022

To our Vendors/Dealers and Friends:

The Van Wert County Historical Society will be hosting our **19<sup>th</sup> RAILROAD HERITAGE WEEKEND** on Saturday, July 23, 2022, from 10:00 am to 4:00 pm and on Sunday, July 24, 2022, from 10:00 am to 3:00 pm. A copy of our flyer, describing this event, is enclosed.

We will again be hosting a Model Railroad Show and Swap at the Van Wert County Fairgrounds, located at 1055 S Washington Street in Van Wert. Parking is FREE and Good Food will be available. We have reserved multiple buildings for this event. One of these buildings, the **Junior Fair Building**, is **AIR CONDITIONED**.

Notice of this event will be posted to all the major model railroad/toy train magazines and web sites. Thousands of our flyers will be distributed at area hobby shops, and model railroad shows and swaps in Ohio, Indiana, & Michigan. Press Releases will be sent out to the local media. Campaign style signage will be placed around Van Wert on the show dates. At least a half dozen operating model railroads will be on display.

Below is our table reservation form, lodging, set up info, and other notes.

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### **2022 Van Wert Railroad Heritage Weekend Show & Swap Table Reservation Form**

Name/Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ (M/H/W) Email \_\_\_\_\_

(An email, confirming your table reservation, will be sent to this address.)

**Emergency Contact (Name)** \_\_\_\_\_ **(Phone)** \_\_\_\_\_

What do you sell? \_\_\_\_\_

(We will attempt to keep dealers with similar merchandise apart from one another.)

### **Sales & Exhibit Space Terms and Conditions:**

**Table Reservations/Pricing:** Tables are reserved on a per show basis and **are for both days only**. Tables - in the Main (Commercial) building are \$25 each with quantities of three (3) or more at \$22 each. In the Air Conditioned (Junior Fair) building tables (which are all plastic – nothing can be affixed to them) are at \$27 each with quantities of 3 or more at \$25.00 each. Table sizes may vary, but they will be sold in increments equal to 8' x 30". These prices are valid until July 16<sup>th</sup>, when tables will then be: \$30 each. Tailgate, or trailer-based sales, are prohibited. Maximum number of tables in our Commercial Building is **twenty** (20) for any one vendor/dealer.

**Payment – Please do not send Cash** Please choose **either** of the following:

A. Total Number of **JFB** tables \_\_\_\_\_ Total amount enclosed \$ \_\_\_\_\_

----- **OR** -----

B. Total Number of **Commercial** Bldg. Tables \_\_\_\_\_ Total amount enclosed \$ \_\_\_\_\_

Do you need Electricity? (Y/N) \_\_\_\_\_ Other: Requests \_\_\_\_\_

Please make checks payable to the **Van Wert County Historical Society**. Send to: VWCHS, P.O. Box 602, Van Wert, OH 45891. See flyer for phone numbers (and email addresses) to contact for any questions or additional information.

Non-Profits, Modular Layouts, and other Displays will each be assigned one Free Table.

**Facilities:** No vehicles are allowed inside any of the buildings. No tape may be affixed to any surface, including the floor. If you will need an electric cable drop, please let us know.

**Sales Tax:** Each vendor is responsible for charging and remitting sales tax to Ohio's Department of Taxation. For an application to obtain a Vendor's License go to [www.co.vanwert.oh.us](http://www.co.vanwert.oh.us)

**Table Location:** will be at the discretion of the VWRRHW. Tables not occupied by **9:00 am Saturday** will be deemed to be NO-SHOWS, and will be resold, with no refund given.

**Set up times** are from **noon to 8 pm** Friday, and **7 am to 10 am** Saturday. We plan to have free coffee and a cooked breakfast Saturday morning.

For **Camping** at the VW County Fairgrounds, call 419-238-9270 to reserve a space. The daily rate is \$20.00

**Lodging/Accommodations:** <http://visitvanwert.org/accom.html>

**Exhibitor Agreement:** Dealers will be responsible for any injuries or loss to themselves or their property. They expressly release the VWCHS from any liability and agree to indemnify and hold the VWCHS harmless. No refunds after July 18, 2022. If for any reason the show is cancelled, all sums will be refunded. Please sign below.

THANK YOU!

Chuck White, Coordinator  
2022 VWRRHW

Vendor's/Dealer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_