

March 2023

To our Vendors/Dealers and Friends:

The Van Wert County Historical Society will be hosting our **20th RAILROAD HERITAGE WEEKEND** on Saturday, July 29, 2023, from 10:00 am to 4:00 pm and on Sunday, July 30, 2023, 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 FOUR (4) buildings for this event with a total exhibit space around 40,000 sq. ft. Two of these buildings, one of which is the **Junior Fair Building**, are **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.

2023 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 \$24 each with quantities of three (3) or more at \$21 each. In the Air Conditioned (Junior Fair) building, tables (which are all plastic – nothing can be affixed to them) are at \$28 each with quantities of 3 or more at \$26.00 each. Table sizes may vary, but they will be combined/sold in increments equal to 8' x 30". These prices are valid until July 22nd, when tables will then be: \$35 each.

Tailgate, or trailer-based sales, are prohibited. Maximum number of tables (for any one vendor/dealer) in our Commercial Building is **twenty** (20).

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 621, 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: Please no vehicles inside any of our buildings. Please do not attach any tape 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

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 8pm** Friday, and **7am to 10am** Saturday. We plan to have free coffee and a hot/cooked breakfast Saturday morning. You will be given a ticket...

For **Camping** at the VW County Fairgrounds, call 419-238-9270 to reserve a space.

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 22nd, 2023. If for any reason the show is cancelled, all sums, less expenses incurred, will be refunded. Please sign below.

THANK YOU!

Chuck White, Coordinator
2023 VWRRHW

Vendor's/Dealer's Signature: _____ Date: _____