

# Houston Area Model Train Show Vendor/Table Sales Application

Nov. 18-19, 2023

Knights of Columbus Hall  
2320 Hatfield Rd.  
Pearland, Texas 77581

<http://houstontrak.org/show>

Please submit applications by Nov. 1, 2023. Space at the Pearland Knights of Columbus Hall is limited, so early application is encouraged. Contact Houston Area Model Train Show by email at [info@houstontrak.org](mailto:info@houstontrak.org) for additional information.

**See page 2 for terms and conditions. Clubs, museums and similar non-profit groups interested in exhibiting should contact us via email at [info@houstontrak.org](mailto:info@houstontrak.org)**

To avoid processing delay, complete all sections and **PLEASE PRINT LEGIBLY!**  
We reserve the right to decline space to any vendor deemed inappropriate for the show.

## Your Contact Information:

Vendor Legal Name: \_\_\_\_\_

DBA (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Post Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Describe merchandise to be sold or exhibited: \_\_\_\_\_

## Select Vendor Type:

- Commercial, Retail or Private Individual Table Sales
- Non-Selling Commercial Vendor (manufacturers, publishers, distributors, etc.)

## Select Table Quantity and Electrical Requirement::

Total

- |   |                                   |         |
|---|-----------------------------------|---------|
| <input type="checkbox"/> Standard 6' x 30" vendor table               | Number required _____ x \$30 each | \$_____ |
| <input type="checkbox"/> Electrical connection (limited availability) | Single plug connection            | \$10.00 |

Two chairs included with each registration. We can accommodate requests for space only if you want to provide your own tables/fixtures. Contact us by email at [info@houstontrak.org](mailto:info@houstontrak.org) for more information.

Badges/wrist bands required for admission      Number required \_\_\_\_\_ x no charge (up to 4)

**TOTAL DUE**      \$\_\_\_\_\_

**Payment Required with Application:** Send check or money order payable to Houston Area T-TRAK Association to:

**Houston Area T-TRAK Association Inc.    P.O. Box 569    Houston TX 77001-0569**

You can also pay via PayPal at the show website: <http://houstontrak.org/show>

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## Terms and Conditions

**1.a. Sponsors:** The Houston Area Model Train Show is sponsored by Houston Area T-TRAK Association (HATTA), Inc. a nonprofit Texas corporation.

b. HATTA can be contacted by email at [info@houstonttrak.org](mailto:info@houstonttrak.org).

**2.a. Vendors:** By submitting this application or registering electronically via PayPal, vendor agrees to hold harmless HATTA and other sponsors and organizers of the Houston Area Model Train Show for any and all actions, damage or losses that may occur involving the show. Vendor agrees to abide by these Terms and Conditions and to take full responsibility for the safe and tasteful conduct of its representatives while in attendance at the show.

b. HATTA reserves the right to allow or disallow any particular vendor from participating in the show. Vendors are expected to offer train-related items at the Houston Area Model Train Show.

c. Requests for refund of vendor fees will be considered on a case-by-case basis. No refunds will be given after Nov. 1, 2023.

d. Vendors agree to keep their exhibits within the boundaries of the space allocated, and not to encroach on space designated for other vendors, exhibitors, exits or movement of patrons throughout the show.

e. Each vendor representative will be provided an official badge and/or wristband, which must be worn at all times and will be required to enter the exhibit hall.

f. Each vendor agrees to comply with state law regarding Texas sales tax, and will collect and remit such tax in a legal manner if required.

**3.a. Show Venue, Hours, Setup and Tear Down:** The venue is the Knights of Columbus Hall, 2320 Hatfield Rd., Pearland, Texas 77581. The show is open to the public from 10 a.m. to 5 p.m. on Saturday, Nov. 18, and from 10 a.m. to 4 p.m. on Sunday, Nov. 19, 2023. Vendors and exhibitors are expected to be fully set up and manning their space for the full duration of the public show on both days.

b. Setup hours are 1 p.m. to 9 p.m. on Friday, Nov. 17, and 7 a.m. to 10 a.m. on Saturday, Nov. 18.

c. Teardown hours are 4 p.m. to 7 p.m. on Sunday, Nov. 19.

**4.a. Parking and Security:** Exhibitor and Vendor parking for vehicles and trailers will be available at no charge on Friday, Saturday and Sunday.

b. HATTA and the Knights of Columbus Hall take no responsibility for loss or damage at any time to any property in the exhibit hall and/or in the parking lots or other areas associated with the hall.

c. Show security will be provided by HATTA volunteers during setup and the public show. The exhibition hall will be secured outside setup and public show hours. No special security will be provided on the property outside setup and public show hours.

**TO REQUEST ADDITIONAL INFORMATION: email [info@houstonttrak.org](mailto:info@houstonttrak.org)**