2027 DAYTON TRAIN SHOW

IMPORTANT NEW POLICIES (updated 10/25/26)—IMPORTANT PLEASE READ

We must receive the completed registration form(s) before you will be given a booth in the show. You may send them by mail or scan and email them. Your completed registration is also an acknowledgement that you have read and agree to follow all policies of the show. Vendors must also include at least a 25% deposit with their registration. Our Vendors and Exhibitors are a part of our train show family. The policies we make are based on situations we have previously encountered. The train show Executive Board's decisions are final in all cases.

Vendors, Exhibitors, Attendees and Staff must be treated with mutual respect at all times. We realize there are frustrating situations in every show, but dealing with them in a calm, mature manner creates respect and good feelings among those involved and those exposed to the situation. We require everyone to use their "Indoor Voice" when discussing concerns, especially in the office where other business is being negotiated. Remember that Vendor, Exhibitor and Staff behavior reflects on all of us. Disrespectful behavior of any kind is grounds for ejection from the show.

Exhibitors: thank you for bringing your layouts/displays. You are our guests and as such are not charged for floor space, layout/display tables, electric or chairs (except for additional sales tables). Please do not abuse this hospitality. And please be sure that all of your members act with the same respect as a guest anywhere else. **When available**, you may have up to 2 free sales tables. Above that, each additional sales table/selling space is charged the regular table fee of $45 with a 25% deposit due on all paid sales tables/spaces and balance due by October 16. Excessive chairs will be charged at $5 per chair.

We have provided special chairs for some of our Div 3 members, since we are there the whole week before the show and many of us are tired. **These chairs are not to be moved from the Div 3 spaces.** If you want/need more comfortable chairs for your booth/layout, we suggest you bring your own lawn chairs, as they seem to work well for most people.

Badges are intended for the organization members actively participating in the show. Each Vendor/Exhibitor will receive an assigned number of free badges in their check-in envelope. Additional badges will be available to Vendors & Exhibitors at the show office for $5 per badge (which is a 50% discount from the full admission price). You can save this fee by passing the badges from members who previously worked to members who are currently working."

Vending space is rented out. It becomes that vendor's space and that vendor can make rules for that space (within the show policies). No outside vendor/exhibitor is permitted to enter another's vendor space to solicit (aka poach) customers from the original vendor. Sellers (ether Vendor or Exhibitors) caught doing this will be penalized at our discretion.

If you don't want it done to you, don't do it to anyone else!

2027 Dayton Train Show Policy

1. The Dayton Train Show Executive Team consists a mix of the Train Show Chair, Registrar, Chief Clerk, Floorplan Manager and Show Planner. **All policy decisions (written or unwritten) of any of the Executive Team at any time on any subject are final.**
2. No unloading, parking in the unloading area or entering the show floor before stipulated hours. Vendors/Exhibitors must complete the registration process, be fully paid and have badges for everyone who is participating in the load-in before entering. Packets may be picked up in Building 1. Load-in times are at our discretion. No exceptions.
3. Exhibitors and vendors will accept full responsibility for any injuries or loss to them or to their property while attending the show. Vendors and Exhibitors expressly release the promoters (NMRA, MCR, Div 3) and the venue (Fairgrounds & Event Center of Montgomery County) from any liability and agree to hold the promoters and venue harmless.

4. A table/selling space is defined as the size of ONE standard 8' show table plus a reasonable amount of operating space on one side as determined by the Floorplan Manager, whose decision is final. Access points are added at the discretion of the Floorplan Manager. Anything beyond that is charged accordingly.
5. Electric in 2027 is available at a cost of $50 per drop, and **must be requested in advance in writing.** Cords/strips are provided by the vendor/exhibitor and must be kept out of aisles at all times. Equipment must be in good working order and safely used. **Requests for electric after October 1 will not be honored.**
6. Vendor registrations without deposit will be placed on the waiting list. Paid registrations are taken as room is available. Once the show is full, all remaining registrations go on the waiting list at no fee until an opening is available.
7. Refunds, in the case of cancellations, are dependent on our ability to re-sell the tables.
8. Incomplete registrations will not be accepted. Registration forms must be signed to be complete.
9. Vendors are responsible for any and all fees incurred for the return of a payment for any reason, as well as the amount of payment. Vendors must be paid in full by October 16. If the balance due is not submitted by October 16, the vendor may lose the space.
10. Measuring for set-up is the responsibility of the vendor or exhibitor. The Floorplan Manager measures for general floor space only. The vendor/exhibitor must pre-measure before setting up.
11. We expect Vendors and Exhibitors to remain open until the show ends. For set-up, tear-down and closing, ending time will be called. When close is called, everyone must leave as soon as possible. No discussion and no exceptions.
12. Vendors/Exhibitors will be assessed for any damage to show facility, tables, chairs, floors, doors, windows . . . Please do not use glue or tape of any kind on anything you do not own. **Any damage to the venue by a Vendor or Exhibitor member is the responsibility of the Vendor or Exhibitor group**.
13. We do not accept 1-day registrations., since this is a 2-day show. Leaving early WILL adversely affect your placement in next year's show.
14. All special requests must be made in writing (email or mail acceptable). No verbal requests will be accepted for anything. You will be notified if request(s) are accepted or declined.
15. For Exhibitors, Vendors and helpers
    a. No Blocking load-in doors at any time.
    b. Area on the parking lot side of Building 2 is for **loading and unloading only**—no parking is permitted.
    c. There is no loading or parking in front of Building 2 or between/behind Buildings 1 & 2.
    d. No Driving onto the show floor.
    e. No Modifying table arrangements without written permission from the Executive Team. No table swapping or adding of tables, or changes of table owner is allowed without written permission from the Executive Team/Registrar.
    f. No blocking space inside table runs, or of exits from table runs. These are shared spaces.
    g. No Leaving items outside of the booth/layout space.
    h. No being inside the fence without a visible current year's show badge. Note that everyone in the show grounds must wear a sticker, venue ID or visible show badge at all times: others will be ejected.
    i. No Hanging anything on walls.
    j. No Subletting to anyone at any time. All sellers must be registered with the show under their own name, even if sharing a booth. No exceptions. Subletting is grounds for ejection from the show for both parties.

By registering for this show, I/we agree that I have read and understand the policies and will abide by them.
Questions? Email NMRA.Div.3@gmail.com