

1ST Annual NORTHWEST DOLLHOUSE & MINIATURE SHOW
(formerly the Portland Miniature Show)

Where Kliever Memorial Armory, 10000 NE 33rd Drive, Portland, Oregon

Retail Sales **Saturday, October 4, 2008 - 10 a.m. to 5 p.m.**
Sunday, October 5, 2008 - 10 a.m. to 4 p.m.

Saturday Continental Breakfast for dealers 7:00 a.m. to 9:30 a.m.

Admission Children 12 and under – free All others - \$5.00

**Tables/Chairs/
Confirmation**

Tables are 6' x 30 inches and 8' x 30 inches. Tables may be raised, but dealer assumes all responsibility for any accidents that may occur as a result. Subletting of tables is not allowed.

Table prices are stated on the Application Form. Space for the show is on a first-come, first-serve basis. Table locations will be assigned by management. In order to secure your space at the 2008 show, a deposit of at least \$50.00 must accompany the Application Form and should be returned by **July 15, 2008**. However, earlier registration gives you longer exposure on the show's website. All balances must be received no later than **September 1, 2008**. Reservations or payments received after September 30, 2008 will need to add a \$15.00 late fee.

Badges: Each dealer is provided with two (2) badges per 8' table and one (1) per 6' table. If more are required they can be purchased at \$5.00 each. Badges must be worn to enter the building and each person must have their own badge.

Taxes This is Oregon, friends. **No sales tax for ANYTHING!**. Fill up your gas tank while you're here!

Electricity Electricity is no problem. Bring heavy-duty extension cords and power strips.

Table Covers You must provide your own table covers. Non-flammability certificate not required. The cover should be attractive in appearance and hide any boxes, etc. that are stored under the table. Management reserves the right to have dealers remove display and merchandise items that may not be in keeping with the show's image.

Parking There is no charge for parking at the Armory. You may park next to the Armory while unloading and loading only. Park in the designed area during show hours.

Set-up/

Tear-Down Setup time on Friday, October 3 starts at 1:00 p.m. and ends at 7:00 p.m. Setup time on Saturday, October 4 starts at 7:00 a.m. and must be finished by 9 a.m. Tear down should be finished by 7:00 p.m. Sunday, if possible. Early disassembly and packing is discourteous and unfair to the paying customer and can create unsafe conditions. I know you understand.

Exhibits The more the merrier. There will be plenty of exhibit space. Everyone looks forward to the exhibits for inspiration. Please fill in a separate exhibit form for each exhibit.

Restrictions The show is limited to dollhouses and roomboxes and their accessories in 1/12th scale or smaller (no Barbie, please). The Armory does not permit smoking in the exhibit hall. Children under 12 are not permitted behind the tables. No pets are allowed in the building except authorized guide dogs. All merchandise must be clearly marked showing standard retail price.

Cancellations

NSF checks Cancellations and NSF checks will be charged a \$25.00 fee. Cancellations received 90 days **before** show time will receive a full refund (less cancellation fee). Cancellations received **between 46 and 90 days** before show time will receive a full refund **ONLY** if the table can be **FILLED**. Cancellations **less than 45 days before show time WILL NOT** receive a refund. "No shows" will not receive a refund and will not be invited to future shows.

Accommodations A list of local motels, motels, campgrounds, RV parks and restaurants will be sent in your dealer packet.

Contact Info Contact Pat Bennett
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