

11th Annual PORTLAND MINIATURE SHOW
produced by Pat Bennett
and the NW Dollhouse & Miniature Show

- Where** **Monarch Hotel & Conference Center**
12566 SE 93rd Avenue, Clackamas, OR 97015
- Retail Sales** **Saturday, October 6, 2018 - 10 a.m. to 5 p.m.**
Sunday, October 7, 2018 - 10 a.m. to 4 p.m.
- Admission \$7.00** Children under 12 – free
- Tables/Chairs** **All tables are all 6' 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 permitted. Table prices are stated on the Registration Form. Space for the show is on a first-come, first-serve basis. Table locations will be assigned by management.
- Registration** In order to secure your space at the 2018 show, a deposit of at least \$75.00 must accompany the Application Form. Immediately upon receipt of your deposit you will be listed on the show's website. Early registration gives you longer exposure on the internet. All registrations must be paid in full **no later than September 6, 2018.**
- Badges:** Each dealer is provided with one (1) badge per 6' table. If more are required, they need to be requested at least 3 days before the show.
- Taxes** This is Oregon, friends. **No sales tax for ANYTHING!** Buy a car while you're here! Do your Christmas shopping! Miniatures!!
- 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 is not required. The cover should be attractive in appearance and hide any boxes, etc. stored under the table.
- Set-up/
Tear-Down** Setup time on Friday, October 5, 2018, starts at 1:00 p.m. and ends at 7:00 p.m. Setup time on Saturday, October 6, 2018, starts at 7:30 a.m. and must be finished by 9:30 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). 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.
- NSF/
Cancellations** NSF checks will be charged a \$25.00 fee. Cancellations received 90 days **before** show time will receive a full refund. 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** I cannot *make* you stay at the host hotel but you need to know that the hotel's willingness to have us return another year is based on the number of rooms we book.
- Contact: Pat Bennett,** PO Box 846, Salem, Oregon 97308-0846
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