

2020 Greater Cleveland Miniature Show Dealer Application & Contract

Dealer, _____, hereby applies to The Miniature Cellar (“Promoter”), to participate in the 2020 Greater Cleveland Miniature Show (“the Show”) at the Willoughby Hills Community Center at 35400 Chardon Rd., Willoughby Hills, OH, on Sunday, May 17th, 2020.

Show hours and Setup. Show hours are 10 a.m. to 4 p.m. on Sunday. Setup hours are **Saturday from 1 pm to 8 pm** and **Sunday from 9 am to 10 am**. Breakdown must be completed by 7 p.m. on Sunday. Security will be provided during the show but not overnight. The building is locked overnight.

Table Options. There are two options: **(a)** an 8’ x 30” table and **(b)** a 3’ x 3’ table. The number of card tables is limited; if there is more demand than there are available tables, the Show will allocate the tables using its best judgment, and we will notify the affected dealers as soon as possible. Dealers who request but are not allocated a card table may request an 8’ table as a second choice. The table fee includes two chairs for an 8’ table and 1 chair for a 3’ table; nametags; table sign; refreshments during Sunday setup; and lunch on Sunday for two persons for an 8’ table and 1 person for a 3’ table. **Because of space limitations, we can assign two tables to very few dealers on a first come, first served basis to those who request two tables with payment in full.**

Dealers must provide their own floor length table covers, and if wanted, lights, heavy-duty extension cords and connectors. Nothing may be placed between or in front of the tables. Aisles must be kept open. Nothing may be posted on walls. Electrical cords should be taped to floors using only “painters” tape.

Table Fees.

Table Size	If paid in full by Dec. 31, 2019	If paid in full by March 1, 2020
8’ x 30”	\$115	\$130
Card Table, approx.. 3’ x 3’	\$60	\$75

If a check is returned for insufficient funds, we will return the check to the Dealer, the application will be void, and Dealer will be responsible for a \$35.00 returned check fee.

A \$65 deposit by December 31st, 2018 will reserve table space; the balance is due by March 1st, 2020. If you would like two tables please talk with Rosemary first and then send payment in full.

Cancellation. Cancellations postmarked or received by phone or email after March 1, 2020 will not be refunded. Cancellations postmarked from Feb. 1 through March 1, 2019 will receive a 50% refund less a \$15.00 processing fee. Cancellations postmarked through January 31, 2019 will receive a full refund less a \$15.00 processing fee.

Merchandise and Sales. Only dollhouses, dollhouse miniatures, and miniatures supplies and accessories may be sold. Promoter reserves the right to remove from your table(s) any items that are deemed unsuitable for the show. No more than 10% of your total table space may contain merchandise marked for clearance or offered at a substantially reduced price. **NO “GARAGE SALE” TYPE MERCHANDISE IS ALLOWED.** All merchandise must be clearly priced. In addition, we require all Dealers to provide receipts which include the Dealer’s name and contact information.

State Regulations. It is the sole responsibility of the Vendor to know and abide by any and all applicable state of Ohio laws and regulations. The Show will provide a sales tax chart.

Insurance and Liability. Dealers must maintain their own personal insurance. By signing this form you and your assistants or agents expressly agree to assume all risks of personal injury or loss or damage to property, and to hold Promoter, its agents, and the city of Willoughby Hills harmless for any loss or injury.

I have read this application and agree to the conditions. Upon signature by Promoter, this application becomes a contract. If the Show is canceled, this contract is null and void and Dealer waives all claims except for a refund.

Signature _____ Date signed: _____

Please PRINT clearly the following:

Business _____
 Dealer's Name _____
 Assistant's Name _____
 Address _____
 City, State, ZIP _____
 Business Telephone _____ Cell Phone _____
 E-Mail Address _____
 Website Address: _____
 Description of Merchandise (please include scale) _____

The 2020 Greater Cleveland Miniature Show will benefit Rainbow Babies & Children's Hospital. Are you willing to donate an item (\$10 – \$20 retail value) for the charity raffle? Yes ___ No ___

Would you like to distribute flyers? _____ Flyers can be sent to you already printed, or emailed to you as a Microsoft Word document that you can print and distribute to clubs, customers, and other interested persons.

Table Selection (Check one)

# of Tables	Table Size	If paid by 12/31/19	If paid by 3/1/20	Amount Due
	8' x 30"	\$115	\$130	
	Card Table, approx.. 3' x 3'	\$60	\$75	

If we cannot assign a card table to you, will you take an 8' table instead? (Circle one) Yes No.

Electricity. Do you require access to electricity at your table? (Circle one) Yes No

Make Payment to Greater Cleveland Miniature Show

Payment in full or a deposit of 50% is due with the submission of this application. Because space is allocated on a first come, first served basis (subject to providing a well-balanced variety of merchandise, at Promoter's discretion), we urge you to submit your application and payment as soon as possible. Payment in full is due by March 1st, 2020.

Please include a copy of your Ohio State Vendor's License with your application or, if you do not have it by December 31, mail it to us as soon as you receive it. To obtain a Vendor's License, call the Ohio Dept. of Taxation at (800) 282-1782 or visit http://tax.ohio.gov/divisions/sales_and_use/license.stm.

Please mail the completed contract, along with payment to:

Greater Cleveland Miniature Show
c/o The Miniature Cellar
12652 West Geauga Plaza, Unit 1
Chesterland, OH 44026

Please retain a copy of this contract for your records.