



New England Model Train EXPO EXHIBITOR • MODULE GROUP APPLICATION/CONTRACT for 2024

SHOW DATE: December 6 through December 8, 2024

The HUB Division, Inc.
Northeastern Region (NER) • National Model Railroad Association (NMRA)

New England Model Train EXPO Contacts

Show Director	Show Business Manager
John Russo E-mail: NEMTE.Director@hubdiv.org	(Temporarily) Gerry Covino NE Model Train EXPO PO Box 672 • Hollis, NH 03049-0672 Telephone: (617 543-0298)
E-Mail Completed Application Contract To:	Gerry Covino, NEMTE Business Manager E-mail: NEMTE@hubdiv.org

EXHIBITOR • MODULE GROUP INFORMATION

Organization Name					
Address	Street				
	City	State		Zip Code	
Mailing Address	Street				
	City	State		Zip Code	
Contact Person	Name			Telephone Number	
	Cell Phone Number		Email		

Space Requirements

A COMPLETED AND SIGNED APPLICATION MUST BE RECEIVED BY THE SHOW BUSINESS MANAGER NO LATER THAN OCTOBER 1, 2024

Under this Contract, space is Provided to your organization Free of Charge in support of The Hub Division, Inc. New England Model Train EXPO (NEMTE), the NMRA and the model railroading Hobby.

Sales of any kind by your organization other than organization memberships, is strictly Prohibited. Any abuse of this restriction may result in a denying of your organizations future participation at the New England Model Train EXPO

Module Groups	Exhibitors • Module Groups			
Space requested Includes Standoffs	Number of Tables Requested		Number of Chairs Requested	Electricity Required Yes No
Space Approved Includes Standoffs	Number of Tables Approved		Number of Chairs Approved	
Number of Name Badges Required, Names Listed on Attached Page				
HUB Acceptance:				

Contract Acknowledgement/Signature

As The Organization Official, I Acknowledge That I Have Received, Read And Agree To The Terms And Conditions Of The Entire Contract And Have Shared The Contract Information With My Organization. (Retain Pages 3 And 4 For Your Records)

Signature:

Date:

By Signing This Contract, I Further Acknowledge That The Attached List Of Participants Are Only Those Members Who Have Agreed To Participate Helping To Contribute To The Success Of The New England Model Train EXPO. The List Provided Is Not A Blanket Group List.

Description/Information For HUB Website

The HUB will include your Organization’s information on our website. Please provide a short description, membership details and the size of your layout being displayed and information about the display.

The HUB requests you add a link to the HUB Website from your Organization’s Website

Website Address	www.
Description Of Organization And Membership Details • Module Group Layout Size And General Information	

Request Name Badges ONLY for Members Working the Display

DO NOT SUBMIT NAMES of MEMBERS NOT ATTENDING

(Please Print Or Type Each Name As It Is To Appear On The Badge)



New England Model Train EXPO

Exhibitor • Module Group - Terms and Conditions for 2024

SHOW DATE: December 6 through December 6, 2024

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KEEP PAGES 3 & 4 FOR YOUR RECORDS

***Return Pages 1 & 2 - Application/Contract Only
 Including Name Badge Requests***

General Terms

In order to obtain a license for use of space at **New England Model Train EXPO (NEMTE)**, held at the Royal Plaza Trade Center (Exhibition Hall); 181 Boston Post Road West; Marlborough, Massachusetts 01752 sponsored by the HUB Division, Inc, the Organization agrees to the following terms and conditions and to any amendments, which may be issued subsequently.

1. The term "Organization" refers to Not-for Profit individuals, partnerships, associations and corporations.
2. The term "Dealer" refers to individuals, partnerships, associations, organizations and limited liability companies and corporations licensed to sell merchandise.
3. The term "HUB" refers to The HUB Division, Inc.

Organization releases HUB and its officers, directors, members, representatives and agents from all claims and demands arising from Organization's show occupancy, including but not limited to loss, theft, destruction or injury to Organization's business, merchandise or personal property. Organization releases HUB, its officers, directors, members, representatives and agents from all claims, loss, injury or demands arising out of HUB's failure to provide space, or failure to hold the show.

Organization understands HUB assumes no responsibility for any Organization merchandise or personal property or for the safety of the Organization at the show. Organization agrees to hold harmless HUB, its officers, directors, members, representatives and agents, the Exhibition Center, and Contractors from any and all claims, loss, injury or demands that arise from or in connection with the show. Organization agrees to indemnify HUB for any liability that may be caused by or related to their use of this license and presence at the show. This includes but is not limited to any liability caused by persons Organization provides "Dealer/Exhibitor" Badges for entrance into the show.

HUB does not allow Organizations to offer their assigned space to any other person or entity.

Refer to the Cancellation section contained herein for Cancellation Procedures.

Payment Terms

Organizations are provided floor space, as designated by the Show Manager, at the NEMTE **FREE** of charge as an attraction to benefit the NEMTE, the HUB, the NMRA and the railroad hobby. To obtain space, Organizations must complete and submit an Exhibitor • Module Group Application/Contract by **October 1, 2024** and the Contract must be accepted by the HUB

Sales by Organization

Organization agrees not to sell any articles or merchandise, including but not limited to Organization fundraising articles or materials, at the NEMTE as a restriction for receiving **NO CHARGE** space. Any Organization desiring to make sales at the NEMTE must also submit an Application/Dealer Contract in accordance with Dealer Terms and Conditions. Organization acknowledges that any abuse of this Contract Term will cause the Organization to be excluded from future NEMTE shows.

Sales of Organization Memberships

Organization agrees that sales activity is limited **ONLY** to the sale of Organization memberships.

Show Hours

The Show is open to the public from 10 A.M. to 4 P.M. on Saturday and 10 A.M. to 4 P.M. on Sunday. Set-up time is Friday from 2 P.M. to 9 P.M. and Saturday from 7 A.M. to 9:30 A.M. On Saturday the Exhibition Hall must be vacated by 4:15 P.M. or upon notification by the NEMTE Show Business Manager or NEMTE Show Director. In order to comply with security requirements, the Exhibition Hall will not be reopened to anyone except HUB Show staff until 9 A.M. on Sunday. The Exhibition Hall must be vacated by 7 P.M. on Sunday evening.

Organization agrees to keep its display/exhibit open to the public and not to remove any of its materials from the show area during show hours for the purpose of packing.

Security

The Exhibition Hall provides continuous security beginning Friday at set-up time through the time on Sunday that the Exhibition Hall must be vacated as stated the Show Hours section. The HUB assumes no responsibility for Organization loss. **NO ONE** will be admitted into the Exhibition Hall under any circumstances after the NEMTE Show Staff or HUB officials exit the hall.

Badges

“Dealer/Exhibitor” badges shall be issued by HUB to all Dealers and Exhibitors. Only Dealers and Exhibitors working the show shall be allowed to wear these badges.

“Dealer/Exhibitor” badges must be worn at all times.

Only personnel with authorized “Badges” will be permitted in the Exhibition Hall during times the event is not open to the public. Badges shall be issued by the NEMTE Show Staff upon arrival at the Exhibition Hall. Organization agrees that each of its members shall individually check-in and receive their badge. Organization agrees that any of its members working the NEMTE who are not Pre-Registered will be required to purchase a “Dealer/Exhibitor” badge at the current year adult admission price. **THERE WILL BE NO EXCEPTIONS.**

Contracted Space

This license limits an Organizations use of space to that which is approved in the Exhibitor • Module Group Application/Contract. Tables and chairs will be provided the Organization as stated in the Exhibitor • Module Group Application/Contract. If Available, additional tables or chairs may be provided to the Organization by the NEMTE Show Business Manager. Organization agrees not to add tables or chairs to their licensed space without the permission of the NEMTE Show Business Manager. Violations of this Term may cause a charge to be assessed the Organization and may cause the Organization to be excluded from future NEMTE shows.

Cancellation

Organizations may cancel their appearance at the NEMTE Show by providing written notice to the Show Director 90 days before the scheduled event. Failure to appear will cause the Organization to be excluded from future NEMTE shows.

HUB reserves the right to cancel the **New England Model Train EXPO** for weather related reasons, or for reasons beyond the HUB’s control.

Accommodations

Hotel reservations are the responsibility of the Dealer. The **Best Western Royal Plaza Hotel** in Marlborough guarantees a special show discount rate **of \$104.00 per night (single or double occupancy), \$114.00 per night (triple occupancy), \$124 per night (quad occupancy)** for all reservations made by **Friday, November 6 2024**. After that date the special rate is on an “as available” basis at the discretion of the **Best Western Royal Plaza Hotel**.

When requesting the discounted rate, you must indicate that you are participating in the **HUB Division New England Model Train EXPO** show. **Your room rate includes a Cold Continental Breakfast each day.**

Hotel contact information 508.460.0700 or 888.543.9500 or www.rplazahotels.com

Entire Agreement

Organization is granted appearance at the NEMTE in accordance with the Display Requirements as accepted by the HUB stated in Exhibitor • Module Group Application/Contract. No oral agreements or past practices shall otherwise bind the HUB. This Contract and license is the entire Agreement between the parties and shall not be affected by oral agreements and can only be modified by written agreement signed by both parties.

The Contract

These pages along with the Exhibitor • Module Group Application/Contract constitute the “Contract” between HUB and Organization.

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