



Hills Model Railway Society Inc.

Club Rooms:
Building 8,
Balcombe Heights,
Seven Hills Road,
Baulkham Hills

Established: 1983

President: Bruce Roberts

Exhibition Coordinator: Doug Bouchier

Secretary: Grant Harris
Email: secretary@hmrs.org.au
Post: PO Box 555 Castle Hill
NSW 1765

14th December, 2018

Expression of Interest, HMRS Exhibition, May 18-19, 2019

The Hills Model Railway Society (HMRS) is holding our 1st exhibition at the Blacktown Leisure Centre, Stanhope.

NEW VENUE:

The venue is Blacktown Leisure Centre, Stanhope. Cnr Sentry Drive and Stanhope Parkway, Stanhope Gardens.

DATES:

Friday 17th May - Setup from 3:00 PM until 8:45 PM

Saturday 18th May – 9:00 AM till 5:00 PM and Sunday 19th May – 9:00 AM till 4:00 PM

Please note that all layouts must be fully operational **15** minutes before opening on Saturday and Sunday

AWARDS:

The following awards will be presented during the Saturday evening Social event.

Most Popular Exhibit: As voted by the public (Woodpecker Cup).

Geoff Nott Memorial Award: As voted on by members of the club and Anton Bognar of Anton's Trains.

All exhibitors will receive a plaque in recognition of their participation.

GENERAL:

All exhibits are to have viewing sides covered by a suitable material to floor level, boxes and packing materials, etc. are to be behind or under exhibits, not visible from any public viewing areas.

Commercial vendors will be changed for floor space, see the Payments section for details.

There are to be NO items fixed to the walls or floors, or items dragged across the floors whilst moving in or out.

If you have your own crowd control system available, please use it. If required, HMRS may be able to supply some barriers.

As the flooring in the venue is timber based all stands, legs or bollards are to be standing on a material so as not to damage or mark the floor in any way.

All exhibitors are to be dressed neat and tidy and must wear enclosed footwear at all times.

As there are no rubbish facilities available within the venue all exhibitors will be required to remove all waste generated by their stand prior their departure at the end of each day, including setup Friday.

EXHIBITION SET UP:

All set up is to be completed by 8:45 PM on the Friday evening and the hall MUST BE vacated by no later than 9:00 PM. All trailers must be relocated to the storage area as soon as possible to enable all exhibitors sufficient time to set up before vacating the venue.

PAYMENTS:

All layout exhibitors will receive a remuneration towards their expenses. Charges are levied on commercial exhibitors. The fee is set at \$20.00 per square meter, that is 1 meter by 1 meter. Folding tables will be available at a non-refundable cost of \$15.00 per table if requested in the attached EOI. Payment for the tables is required before exhibition. The table size is 2400 x 750mm.

Please complete the details below and return this form to HMRS as quickly as possible but no later than the 31st January, 2019 so preparations can be completed all people advised of the result.

| | |
|---|--|
| Name of Exhibit, Commercial Stand or Layout. | |
| If Layout: Scale and Country. If Australian, State. | |
| Exhibitors Name. | |
| Address Line 1. | |
| Address Line 2. | |
| Address Line 3. | |
| Telephone Number. | |
| Contact E – Mail. | |
| Actual Size of layout or commercial stand. * | |
| Number of folding tables required. | |
| Are crowd barriers required. | |
| Power requirements Yes / No. | |
| Number of attendees each day. | |
| Public liability – Policy number and expiry date. ** | |
| 240volt Leads and equipment tested and tagged before arrival at the exhibition. *** | If not tagged the device may not be connected to a power outlet. |

Would you also provide a short description of the layout or commercial stand for inclusion in the exhibition handout.

* Size Format is Length by Depth. Please include a diagram of the layout/stand showing the viewing sides.

** Please complete the details and attached a copy of your current Public Liability ‘Certificate of Currency’ if one is held.

*** The venues WHS regulations require that all 240 volt ac power leads and equipment are to be in test date with tag attached.

This form is an expression of interest only and is not a commitment by HMRS to accept the layout/stand.

If you have any questions please contact the Exhibition Co Ordinator on 0407 413 391 or The Secretary on 0421 603 240 or by post or email.

*Yours sincerely
Grant Harris
Secretary.*