



RUMELY PRODUCTS COLLECTORS, INC.

APPLICATION FOR SUMMER EXPO TERMS AND CONDITIONS

Show name: _____

Address: _____

Dates: _____

Contact Person: _____

Address: _____

Phone: (____) ____ - _____ Email: _____

Please take time to read the following paragraph before filling out the form:

Prior to and during shows it is understandable that there are many things happening. Key people are very busy preparing for the show. These same people are often more busy during the show! A friendly greeting by someone who can direct exhibitors and other participants to the registration site, display areas, loading docks, parking lots, campgrounds, etc., sets the stage for those who have traveled to

attend your show. Many of these people have opted to haul in equipment from afar, at a great personal expense, to participate in the Expo. Being as explicit as possible in answering the following questions makes it possible for us to pass this information on to our members in the mailing we do prior to each Expo. Sharing this information with exhibitors greatly helps towards eliminating “surprises”, which many times can result in unpleasant repercussions at the registration desk or mar the exhibitor’s weekend.

Please use a separate sheet of paper to note any additional comments. Be sure to indicate the line number and attach your comments to the application.

In consideration of the **RUMELY PRODUCTS COLLECTORS, INC. (RPC)** agreeing to feature our products, equipment, and memorabilia at your show, and to plan the best possible summer Expo, the **HOST CLUB** is requested to meet the following terms and conditions:

1. Appoint an EXPO CONTACT PERSON who can coordinate pre-Expo arrangements; RPC requires this person to be a local club member who is knowledgeable of Rumely equipment, or a member of RPC

Comments: _____

Contact Person: _____

Phone number: (____)____ - _____ Email address: _____

2. Appoint an EXPO LIAISON to coordinate the Rumely exhibit and to be physically on site throughout the show to address issues or problems which may arise. RPC requires this person to be a local club member who is knowledgeable of Rumely equipment, or a member of RPC.

Comments: _____

Contact Person: _____

Phone number: (____)____ - _____ Email address: _____

2. Attach a photocopy of your current Certificate of Liability Insurance.
3. Provide a the Host Club's expense a tent, minimum size 40 ft. x 40 ft., with side flaps, or a building which can be used as our **RUMELY PRODUCT COLLECTORS, INC. HEADQUARTERS**. RPC requires electricity/ lights, chairs and/or benches to seat 40, at least 12 8-foot long tables, trash cans, and a minimum of 8 showcases for display of memorabilia. Adjacent to the RPC Headquarters shall be a continuous outside area of sufficient size for all of the Rumely products and equipment designated for exhibit.

Comments: _____

4. Be able to exhibit at least 20 Rumely tractors and/or steam engines, plus any additional Rumely product items including Gaar-Scott, Advance, Northwest Thresher, American-Abell, Aultman & Taylor, Falk, Olds, etc. In addition, for use by Rumely engines, there should be belt driven equipment such as grain separators (threshing machines), corn huskers, sawmill(s), Prony brake, Baker fan(s), and drawn equipment including plows, tractor-pull sleds, etc. The organized parade should feature as much Rumely equipment as possible.

Comments: _____

5. Display the **RUMELY PRODUCTS COLLECTORS, INC.** logo on all show bills and advertisements. A Rumely product shall be featured (pictured) on the show button. RPC prefers this to be a Host Club member's piece of Rumely equipment. **No other brand of equipment shall be featured or advertised with the Rumely line!**

Comments: _____

6. Assist RPC in locating and securing a banquet facility with catering in the immediate area to accommodate 120+ people. If there is not an off-site facility available, assist RPC in securing a catering service and a facility on the show grounds for serving the banquet on site.

Comments: _____

- 7. Waive any and all fees such as flea market charges to RPC members who wish to sell only Rumely related items.

Comments: _____

8. CAMPING: If there is a dedicated area on the show grounds for Rumely exhibitors to camp, please attach a map or simple sketch of the show grounds that indicates where the camping is located. This area must include modern, convenient, clean and well-maintained restrooms, with showers and sufficient drinking water. Please identify amenities on the campsite map such as electrical and water hookups, availability of ice, etc. Campers shall be responsible for their individual camping costs and fees, if applicable. Please include a rate schedule and listing of campground procedures/rules with the application. Designate a Contact Person who will be available prior to the event to take reservations and answer questions that potential campers may have. A designated person must be available at show time to direct campers to their sites and be easily accessible throughout the show to handle problems such as power failures, water supply and other utility problems, which may occur on the camp grounds.

Comments: _____

Contact Person: _____

Phone numbers: Day (____) ____ - _____ Evenings: (____) ____ - _____

- 9. Include with this application a list of local motels/hotels, including telephone numbers, distances, and driving times to the show grounds.

Comments: _____

- 10. Include with this application a gate fee schedule for non-exhibitors.

Comments: _____

11. Provide procedures for obtaining any and all passes, including the location and time at which the passes may be picked up.

Comments: _____

12. Provide a simple sketch or map of the show grounds indicating the locations for the loading dock(s), parking area for transport vehicles, exhibitors' entrance gate and parking area. APPOINT A CONTACT PERSON who is responsible for and can delegate these responsibilities to his/her subordinates, who will be on site at each of these locations to direct the exhibitors to the afore-mentioned areas.

Comments: _____

Contact Person: _____

Phone numbers: Daytime: (____) ____ - _____ Evenings: (____) ____ - _____

THE UNDERSIGNED, HAVING AUTHORITY TO ACT ON BEHALF OF _____,

(NAME OF HOST CLUB/ORGANIZATION)

HEREBY AGREES TO THE ABOVE TERMS AND CONDITIONS OF THIS AGREEMENT.

BY : _____

TITLE: _____ DATE ____/____/20__

EMAIL ADDRESS OF THE ABOVE PERSON:

EMAIL ADDRESS OF THE WEBSITE FOR THE ORGANIZATION:

Please return this application to an RPC board member, or to the president of RPC:

Keith R. Kuhlengel

5455 Elizabethtown Rd

Palmyra, PA 17078-8335

krkuhlengel@comcast.net