GOLD COAST RAILROAD MUSEUM  
12450 SW 152nd ST, Miami, FL 33177  
305-253-0063 / www.gcrm.org

EVENT VENDOR APPLICATION

Name of Event:  

Date of Event:    Event Start Time:    Event End Time:  

Fee: $25

* Spaces are approx 10’ x 10’.  
* Vendors must provide their own equipment, tables, chairs, canopies, etc.  
* Tables/Chairs Rental Fees: $10 / 8 ft table; $1 / folding chair. Limited supply available.  
* Electric Fee if required, is $10. Limited availability.  
* Set up starts one hour before Event Start Time. Break down starts immediately after Event End Time.  
* Late arrival or early departure is not permitted.  
* Vehicles are not allowed in sales area for safety reasons.  
* Vendors may not share or sublet space.  
* Vendors are responsible for leaving the area in the same condition as they found it.  
* All fees are non-refundable. Event will be held rain or shine.  
* Submission deadline is at least two weeks prior to event start date.  
* Vendor agrees to be solely responsible for the safe keeping of their property, wares, and supplies.  
* GCRM will not be held responsible for any liability, lost or stolen or damaged merchandise or any injury that may occur.  
* Participants and assistants agree to act in a professional manner and complying with these rules.  

(Please Print)  
Name: __________________________ __________________________ __________________________ __________________________  
Business Name: __________________________ __________________________ __________________________ __________________________  
Address: __________________________ __________________________ __________________________ __________________________  
City: __________________________ State: __________ Zip Code: __________________________  
Phone #: __________________________ Email: __________________________  

Description and prices of items to be sold:  

APPLICATION PROCESS:  
1.) Complete and sign Application Form.  
2.) Submit completed form to EventVendors@gcrm.org along with photos of your booth set up and items to be sold.  
3.) Accepted application form is considered the Vendor’s commitment to the Event.  
   Applications are reviewed individually based on photos and written description.  
   If accepted as a Vendor you will be notified by email within 5 days of receipt.  
4.) Pay Fees: All fees must be paid at least one week prior to Event start date.  
   Payments can be made to GCRM via cash or credit card through the Museum Store.  
   * DO NOT SEND FEES UNTIL YOU RECEIVE ACCEPTANCE NOTIFICATION *  

Direct any questions to EventVendors@gcrm.org

I have read and agree to adhere to all GCRM Rules and Policies.  

Vendor Signature: __________________________ Date: __________________________  

GCRM Representative Name Printed:  

Signature: __________________________