



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.
- * Space assignment will be decided by management on first come first served basis.
- * 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: _____