

February 26, 2025

Ladies and Gentlemen, Exhibitors and Friends:

Attached is your contract to the Amherst Railway Society’s Northeast Railroad Prototype Meet. As always, this document serves to alert you to any changes in procedure. Items of interest for you include:

* **Tables:**
* The per table price HAS changed. In the past, if you were staying at the hotel, we did not charge for tables. As expenses continue to rise, we need to charge for the tables. If you stay at the hotel, the price per table is $15.00. If you are not staying at the hotel, the price is $40.00 per table.
* Please be exact as to the number of tables or the size of your booth.
  + Contracts not properly filled out and/or the correct amount not paid will be returned and you will risk losing your tables for the 2025 Meet.
  + Display tables that are comped are only for Non-Profit organizations. Exhibitors selling at the Show will be charged for display tables at the current table rate as outlined above.
* **Badges:**
  + The cost per badge HAS NOT changed. All badges are free!
  + Badges will continue to hang from lanyards. They will have individual’s names, company names, city & state; please fill out the name badge form and return with your contract.
* **Credit Cards:** Once again, you may pay by credit card or paypal. Call the Show Office for details.
* **Other Items and Changes:**
  + *IMPORTANT:* If you cannot attend this year’s Show, please let us know by the contract deadline of April 30, 2025. If we do NOT hear from you, we will assume you have discontinued your business or no longer wish to attend the Show.
  + *IMPORTANT:* Details about exhibitors having LIABILITY INSURANCE have not changed.
  + Remember to go to the Registration Area before set up…please, no exceptions.
  + Please use the Amherst Railroad Show Office address: P O Box 247, Monson, MA 01057 for all returns of contracts and payments.
  + Please check your e-mail address on your contract; please provide an e-mail address if you do not currently have one on file with us as all additional contact is now done via email address.
  + ADVERTISING Options: Please check the advertisement option page. There are no changes.

As always, if you have any suggestions, please send to showoffice@amherstrail.org. We appreciate all that you do for our event. See you in late May, 2025 for our Meet!

Dave Owens

Dave Owens, Meet Coordinator

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