

**Railway Interchange 2019**  
**Railway Engineering-Maintenance Suppliers Association (REMSA) &**  
**Railway Supply Institute (RSI)**  
**Outdoor Exhibit Space Application & Contract**

September 22-24, 2019  
BNSF Northtown Rail Yard  
3138 3<sup>rd</sup> Street NE, Minneapolis, MN USA



**A. COMPANY INFORMATION** (select association affiliation): **REMSA** **RSI**

Exhibiting Company (this is how your company name will appear in all trade show materials)

Street address (mailing address)

City State Postal Code Country

**PRIMARY EXHIBIT SPACE CONTACT** (one per exhibiting company, you can add additional contacts - marketing, billing etc. in online booth portal at a later time)

Name & Job Title

Work Telephone Mobile Telephone

Email Address

The company and individual named below (hereinafter "Exhibitor") hereby enters into this Railway Engineering-Maintenance Suppliers Association (hereinafter "REMSA") and Railway Suppliers Institute (hereinafter "RSI") Application & Contract for exhibit space at Railway Interchange 2019 to be held at BNSF Northtown Rail Yard in Minneapolis, MN, USA, September 22-24, 2019. REMSA and RSI are the sole sponsors of REMSA/RSI exhibits at Railway Interchange 2019.

The Exhibitor agrees to be bound by the terms and conditions set forth in this application and contract and those listed in the Railway Interchange 2019 Handbook of Rules & Regulations and other rules, regulations and schedules developed by REMSA, RSI, and Railway Interchange trade show management. All exhibitors must provide REMSA with a certificate of insurance. This application and contract are also subject to the lease agreement between REMSA, RSI, and BNSF Northtown Rail Yard.

Authorized Signature

Date

Print Name

**B. Outdoor Exhibit Space Rental Rates (USD)**

<b>Outdoor On Track Exhibit Space Rates 50' L x 10' W</b>			
<i>Association</i>	<i>Track Numbers</i>	<i>Price per Ft (USD)</i>	<i>Total Track Price (USD)</i>
REMSA	206 – 214	\$90.00	\$4,500.00
RSI	215 – 222	\$90.00	\$4,500.00
REMSA	200 – 205	\$75.00	\$3,750.00
RSI	223 – 226	\$75.00	\$3,750.00
REMSA	300 – 310	\$80.00	\$4,000.00
RSI	311 – 319	\$80.00	\$4,000.00
REMSA	400 – 411	\$70.00	\$3,500.00
RSI	412 – 420	\$70.00	\$3,500.00
REMSA	500 – 511	\$65.00	\$3,250.00
RSI	512 – 522	\$65.00	\$3,250.00

<b>Outdoor Off Track Exhibit Space Rates 15' L x 10' W</b>			
<i>Association</i>	<i>Off Track Numbers</i>	<i>Price per Sq Ft (USD)</i>	<i>Total Price (USD)</i>
RSI	100 - 109	\$20.00	\$3,000.00
REMSA	110 - 119	\$20.00	\$3,000.00

**B1. Outdoor Space Selection**

Please list the on-track and/or off-track number or numbers, total square feet required, and the rental fee associated with the booth size for your first three booth location preferences. Booth assignments will be made by January 2019. Every effort will be made to accommodate your choice(s). If your choice(s) has already been reserved, a representative from REMSA or RSI will contact you.

The Exhibitor requests the following exhibit space (see floor plan) upon approval of trade show management.  
Preferred Booth Choices:

Space Requested: \_\_\_ On Track \_\_\_ Off Track \_\_\_ Both

	<b>On-Track / Off-Track Numbers</b>	<b>Total Sq. Ft.</b>
1 <sup>st</sup> Choice		
2 <sup>nd</sup> Choice		
3 <sup>rd</sup> Choice		

**Exhibitor Priority Points:** During the first round of exhibit space placement (Oct.2 – Dec.31) REMSA and RSI exhibitors are placed by a priority placement system. Returning REMSA and RSI member exhibitors receive priority points for exhibiting in previous REMSA trade shows and will be assigned space first by number of points. After that, space assignments are made on a first-come, first-served basis. **First round exhibitors will be notified of their outdoor exhibit space assignments in January 2019.**

**B2.** Exhibitor requests that, if possible, trade show management assign OR avoid assigning space to:

- Companies you DO want to be near: \_\_\_\_\_
- Companies you DO NOT want to be near: \_\_\_\_\_

**B3.** Exhibitor understands that location preferences in exhibit space may not be available and that trade show management may assign Exhibitor an alternate area of similar size and configuration.

**B4.** Exhibitor understands and agrees that trade show management may revise the trade show floor plan and/or reassign Exhibitor’s space at any time.

**B5.** Exhibitor may cancel its exhibit space at any time subject to the terms of the REMSA/RSI Railway Interchange 2019 Cancellation/Refund Policy.

**B6.** Upon acceptance by trade show management, all terms, conditions and guidelines contained in the application and contract (including all rules and regulations) shall be binding. The Exhibitor agrees that the application and contract, the rules and regulations, and other rules may be amended and/or supplemented from time to time by trade show management in order to promote safety, efficiencies, and overall success of the trade show and Exhibitor agrees to comply with all such amendments and/or supplements.

**Outdoor Exhibit Schedule** (schedule subject to change)

Sunday, September 22	Monday, September 23	Tuesday, September 24
<b>Exhibit:</b> 11:00 AM – 6:00 PM	<b>Exhibit:</b> 10:00 AM – 5:00 PM	<b>Exhibit:</b> 8:00 AM – 4:00 PM
<b>Lunch:</b> 11:30 AM – 1:30 PM	<b>Lunch:</b> 11:30 AM – 1:30 PM	<b>Lunch:</b> 11:30 AM – 1:30 PM

**C. Payment Information**

Exhibitor agrees that an initial non-refundable deposit of 25% of the total rental fee of the requested exhibit space including the 10% premium if applicable is to be paid when Contact and Application for Exhibit Space is submitted. Exhibit space assignments will not be considered reserved until the deposit is received by REMSA trade show management.

Exhibitor agrees to abide by the following payment schedule. Following the initial non-refundable 25% deposit, the additional 75% is due no later than April 1, 2019. If this payment is not received by April 1, 2019, trade show management reserves the right to cancel the reserved space and no refund will be made to the Exhibitor. Space requested after April 1, 2019 must be paid in full at the time the application is submitted.

**Calculate Exhibit Space Payment**

Outdoor Space Requested	
Exhibit Space Price	\$
\$1000 Discount (if exhibiting with RSI or REMSA indoors and outdoors)	\$
<b>Total Amount Due (USD)</b>	<b>\$</b>
25% Non-Refundable Deposit Amount (must be included with the application)	\$

**Payment Information**

Amount to be charged with Application . . . \$ \_\_\_\_\_

*Note: Space requested after April 1, 2019 must be paid in full at the time the application is submitted.*

Visa       MasterCard       American Express       Check Enclosed

Card Number		CVV	Exp. Date (xx/xx) (month/year)	
Card Billing Address				
City	State	Postal Code	Country	
Card Holder's Name as it Appears on Card				
Card Holder's Signature				

Please complete and return this application and contract along with your company's 25% deposit. Make checks payable to REMSA. Mail, email or fax your application and payment to:

REMSA  
 410 First Street SE, Suite 200  
 Washington, DC 20003 USA  
 Fax: (202) 204-5753

**Please be sure to review your application for accuracy and make a copy of the completed application for your records. If you have any questions, contact Urszula Soucie, Show Manager for REMSA, at [soucie@remsa.org](mailto:soucie@remsa.org), (202) 715-2921 or Amanda Patrick, Show Manger for RSI, at [patrick@rsiweb.org](mailto:patrick@rsiweb.org), (202) 347-4664.**