



NAME Sales Room Dealer Application Instructions



NAME invites you to apply to be a Dealer at their National Convention or Regional Houseparty. To be considered, you must be a current NAME member. If you are interested, please complete the following application and send it, along with the requested enclosures, to the NAME Office at the address below.

Please note the following important information:

1. Application deadlines are posted in the Miniature Gazette and on the NAME website: www.miniatures.org. Accurate and timely applications (that conform to the rules) are vital to the decision making process.
2. A separate application must be sent for each Convention/Houseparty. You may indicate the event for which you are applying on **either** line 1 **or** 2 on the application form – not both.
3. *Photographs or computer generated pictures*: remember, this is the time to really represent your product at its best, so make it count! Be sure your pictures are sharp and show your work clearly. All photos should be on a single page. Some members of the selection committee may not be familiar with your work. Product close-ups illustrating your range of items and table display are good choices.
4. A committee including 5 voting members for a Convention and 3 voting members for a Houseparty will discuss and consider each application carefully. Selection criteria include quality of merchandise, variety, scale and to some degree other involvement in the Convention/Houseparty. The committee strives to build a well-balanced sales room that will be appealing to our registrants and successful for our dealer.
5. If you are selected as a Dealer at the Convention/Houseparty, you will be sent VIP Registration forms with your acceptance letter. Unless you are a Business Member, you are required to register to attend the convention or houseparty to be a dealer in our sales room.
6. Upon acceptance, you will receive a Contract. By returning the completed contract along with the table fee which varies based on the amount charged for registration; usually around \$250), you agree to abide by the NAME Code of Ethics. Return or email the contract to the NAME Office by the deadline indicated in your acceptance letter to avoid cancellation of your acceptance as a dealer. *Extra tables require an additional fee equivalent to the price for a single table. Additional tables are not discounted. Second tables are available if space allows.
7. A limited number of 3-foot table spaces will be offered. These will be offered at 60% of the cost of a full table. The same rules and Policies apply for selection, contracts, dealer fees and cancellation fees. **NOTE The option of adding 3 feet in addition to the regular 6-foot table is not allowed.

NAME is going Green! Please **email** the application, and pictures to kim@miniatures.org. There is no fee to apply **electronically**. Your application and picture page will be uploaded to a secure cloud location for the selection committee to review.

If you choose to **mail** your application and pictures, please include a \$5 processing fee. You may either send a check or money order to the address below or pay via PayPal to: name@miniatures.org Be sure to include description of payment with check or PayPal. Your application and picture page will be scanned and uploaded to the cloud for the selection committee to review.



For PayPal payment: send to name@miniatures.org with a memo of “Dealer Application”

Signature _____

NAME Applications
PO Box 69
Carmel IN 46082-0069



NAME Dealer Application



1. I am applying for (year) _____ **National Convention**. Location _____

2. I am applying for (year) _____ **Regional Houseparty**. Location _____

3. I am a Business Member, applying as a dealer but not registering for the Convention. Yes ___ No ___

Business Name _____

Dealer's Name(s) _____

Address _____

City/State/Zip _____

Telephone _____ Email _____

Web Site _____

The above information will be included in the program listing.

I will have ONE sales room helper: Name _____ The Helper will be registered to attend: Yes ___ No ___

IF SALES ROOM SIZE PERMITS : I REALLY, REALLY NEED 2 Tables ___ I would LIKE 2 Tables ___

I AM APPLYING FOR THE OPTION OF A 3 FT TABLE DEPENDANT ON AVAILABILITY. 3 ft table _____

3. I have been a dealer at a National Convention: Yes ___ No ___ Last Date _____

4. I have been a dealer at a Regional Houseparty: Yes ___ No ___ Last Date _____

5. How many shows have you done in the past 12 months? _____ Please List: _____

6. If you carry other artist's work, please specify who: _____

7. What scales do you handle? (**indicate by percentage**) 1" _____ 1/2" _____ 1/4" _____ Micro _____

8. Please indicate the products you will bring. Please **indicate by percentage**:

Furniture _____	Lighting/Electrical _____	Porcelain/Glassware/Ceramic _____
Fine Art _____	Flowers/Plants _____	General Merchandise _____
Dolls _____	Accessories _____	Houses/Structures _____
Food _____	Gold/Silver _____	Supplies _____

Other (specify, including percentage) _____

9. Price range of your merchandise \$ _____ to \$ _____

10. Write a brief synopsis (75 words or less) of your product and specialty. This is your opportunity to "sell" your product. This may also be included in the program. (Please print clearly.)

Signature: _____ Date: _____

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