



## The Railway Modellers' Club of Queensland Inc.

a Not-For-Profit community organisation ABN: 98 329 019 586  
 Clubrooms: Buckley Park, 20 Terrence Rd, Brendale Qld 4500  
 Postal address: PO Box 5264, Brendale Qld 4500  
 Website: [www.rmcsq.org.au](http://www.rmcsq.org.au) [www.facebook.com/rmcqbrendale](https://www.facebook.com/rmcqbrendale)  
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### 2021 PINE RIVERS MODEL TRAIN & HOBBY EXPO TRADER & HERITAGE ORGANISATION APPLICATION

Dear sir/madam,

The RMCQ will be holding its annual Model Train & Hobby Expo on the weekend **14-15 August 2021** at the **Strathpine Community Centre**, 199 Gympie Rd, Strathpine Qld 4500 (enter off Mecklem St). The Expo has been running for over 20 years and is firmly established on the SE Qld model railway calendar and within our local communities.

The Expo presents hobbyists with a large, diverse range of layouts and exhibits to view as well as opportunities to purchase items. A significant advertising campaign is expected to attract additional enthusiasts, providing an excellent opportunity for sales and promoting your company.

To thank them for their service to our communities and Country, free entry will be provided to currently serving frontline fire-fighters, paramedics and police officers, as well as Navy, Army and Air Force personnel, plus their spouses and children, on production of a current government ID. You might like to take this into account when determining what stock to bring to the Expo.

If you would like to run a retail stand at the Expo, you are encouraged to **apply as early as possible, but not later than 16 May 2021**. We will accept trader/heritage applications and allocate locations in the halls as they are received. We will confirm your participation soon after receipt of your application to help with your forward scheduling.

To apply for a retail stand at the Expo:

- Read the Trader and Heritage Organisation Information and Terms & Conditions on pages 3-5.
- Complete the details on page 2 and return by 16 May 2021 to:  
 email: [rmcgevents@gmail.com](mailto:rmcgevents@gmail.com), or  
 post: RMCQ Expo, PO Box 5264 Brendale Qld 4500.

Traders and heritage organisations who will not be attending our Expo but would like to advertise in the Expo Program can purchase advertising space. Details are on page 5. To advertise without attending, email us by 2 July 2021 at [rmcgevents@gmail.com](mailto:rmcgevents@gmail.com).

We hope to see you at our 2021 RMCQ Pine Rivers Model Train & Hobby Expo. If you require more information, please contact one of the following Expo coordinators.

Paul Hucklebridge  
 Expo Supervisor  
 0408 706 411

Dallas Quaife  
 RMCQ President  
 0421 707 781

Norm Cagnet  
 RMCQ Treasurer  
 0408 078 048

The email for all three coordinators is: [rmcgevents@gmail.com](mailto:rmcgevents@gmail.com)

The RMCQ would like to acknowledge the generous and ongoing support of the Moreton Bay Regional Council





# Trader and Heritage Organisation Information, Terms & Conditions

All traders must comply with the information and Terms & Conditions below.

## Venue Location

The venue is the Strathpine Community Centre 199 Gympie Road, Strathpine. The Community Centre is situated behind the businesses which front Gympie Road. The Centre can be accessed from Mecklem Street (off Gympie Road).

## Hall access and show times

Friday 13 August	Set-up in larger hall 11:00 AM - 9:00 PM Set-up in adjoining smaller hall to 3:00 - 9:00 PM
Saturday 14 August	Halls open to exhibitors, traders and heritage organisations 7:00 AM Halls open to the public 9:00 AM - 4:00 PM Halls closed 5:30 PM
Sunday 15 August	Halls open to exhibitors and traders 7:30 AM Halls open to public 9:00 AM - 4:00 PM Pack-up 4:00 - 7:00 PM

## Arrival and set-up

You will be informed whether you are to be located in the larger hall (Tom Petrie Room) or the adjoining smaller hall (Isabella Griffin Room) when your application is accepted. Another organisation has a regular booking for the smaller hall, so you will be unable to enter or inspect it before 3:00 PM on Friday.

When you arrive, contact the Expo Supervisor (Paul Hucklebridge) or an RMCQ committee member at the front entrance. You will be shown your location and be given an 'welcome envelope' containing wrist bands and other details. You are expected to complete setup by 9:00 PM on Friday 13 August 2021. If you have arranged a late setup with the Expo Supervisor, you should arrive at the hall no later than 07:00 AM on Saturday and complete setup before the public enters at 09:00 AM. You will be able to access the halls from two entry points, both of which are double doors. Trailers cannot be taken into the halls.

## Clean-up

You should not commence packing up prior to the departure of the public at 4:00 PM on Sunday. The clean-up at the end of the Expo will be undertaken by RMCQ members. We will all have had a big weekend, so we would appreciate your help by taking your rubbish to the bins provided, and leaving your area neat and clean. If you have a mishap or a spill during the Expo, please contact a club member.

## Strathpine Community Centre regulations

- Smoking is not permitted in any part of the building, in the rear outside exhibit area or within 5 metres of entries, exits or people in the queue to enter the Expo.
- No items are to be nailed, screwed or otherwise attached to the wall or floor. If you intend to have elevated items, please arrange for a free-standing display that does not require attachment to the wall. Electrical cables may be taped to the floor for safety, but the tape is to be removed when packing up.
- Any exhibit with work in progress must provide their own drop cloths and clean up materials. Paint and solvents are not to be spilled on the floor.
- No pets or animals are allowed in the building, with the exception of registered assistance dogs.
- Alcohol and illicit drugs are not to be brought into the premises.
- Emergency exits are not to be blocked at any time.

## Covid

Detailed Covid arrangements will be advised closer to the Expo. Traders and Heritage Organisations are to comply with all Government and RMCQ future guidelines applicable at the time, plus:

- Due to overall hall limits, staff numbers should be minimised, ideally to 2-3 people per shop or display.
- Each layout, exhibit and shop is to conduct periodical cleaning and supply handwash for the public.

## **Security, barriers and wrist bands**

The Community Centre will be secured at 9:00 PM Friday evening and reopen at 7:00 AM Saturday morning. It will be secured again at 5:30 PM Saturday evening and will reopen at 7:30 AM Sunday morning. There is an alarm system and security patrols. There will be no access available when the building is secured. This is part of the hiring requirements of the council. Security of displays is a high priority, so everyone is asked to be vigilant in keeping a close watch for inappropriate behaviour. If you witness a suspicious event, please report this to an RMCQ member. The RMCQ will be taking photographs and video over the weekend. These will be used to for security, for promoting future RMCQ activities, and displayed on our website.

We will not be able to provide barriers this year, so please bring your own if needed.

The issued wrist bands are to be worn for the duration of the Expo (not Friday). Free coffee, tea and morning/afternoon snacks, and free entry into the centre is only available to those wearing a band. Wrist bands will be provided on Friday evening inside your 'Expo welcome envelope.' The number of wrist bands requested is to be minimised. They are only to be worn by people assisting you at the Expo.

## **Safety**

The safety of visitors, exhibitors, traders and RMCQ members is vital.

- **General.** You are to ensure your shop or exhibit is safe and does not present a hazard.
- **Power supply.** We will provide 240V AC power to your location. You will need to provide your own power leads and boards. The complex has RCDs and circuit breakers, however all items that you attach to the 240V AC supply are to have current test tags. Please keep all leads out of the way and under exhibits where possible. Tape may be used to secure leads to the floor, but it is to be removed when packing up.
- **Footwear.** Covered footwear is to be worn, including during set-up and pack-up.

## **Insurance**

All traders and heritage groups must have their own public liability insurance coverage for the Expo.

## **Parking**

There is ample off-street parking at the venue. During setup on Friday, you may park in designated parking spots close to the front and back doors to minimise your workload. However, please vacate these areas once setup is complete to allow other exhibitors and traders to use them. On Saturday and Sunday, you are to park in the far eastern car park for the duration of the Expo, so that the public can use the main car park. Trailers can be placed in this area as well. Trailers are not to be left in the main car park directly outside the venue. Trailers can be stored in the RMCQ Club grounds for the duration of the Expo, however this is unfenced and it would be advisable to bring chains and padlocks for additional security.

## **Meals and accommodation**

Tea, coffee and occasional snacks will be available free to those wearing an Expo wrist band. Lunches will not be provided. Meals, snacks and drinks will be available for purchase from a well-stocked canteen and sausage sizzle run by the RMCQ. If you would like a bacon and egg roll breakfast on Saturday and/or Sunday, please complete and pay for an order form at the canteen before departing on the previous day.

There is no overnight accommodation in the Community Centre. Traders travelling from outside the Brisbane area may stay at the RMCQ clubhouse overnight. Facilities are basic, there are no showers or heating and you will need to provide your own bedding. Members will be available to assist. Please remember it is your responsibility to keep our clubhouse neat and tidy and to clean up after yourself.

## **Raffles and competitions**

The RMCQ will operate the only raffle at the Expo. No other raffles or art unions are permitted.

Competitions are not permitted without the prior permission of the RMCQ. The public is not to be charged a fee for any competition.

## **Selling items**

Traders selling second-hand goods are to comply with the [Queensland Second Hand Dealers and Pawnbrokers Act 2003](#).

## **Presentation to the public**

Remember, the Expo is a window for our hobby, so please:

- Dress neatly
- Keep your area tidy and free of litter
- Do not pack up prior to closing time
- Be courteous to the public and answer their questions
- Comply with all Covid requirements

## **Brochure distribution**

Traders and Heritage Organisations that attend the Expo who would like their brochure(s) to be included in the bags handed out to all families and individual visitors should deliver bulk quantities to the RMCQ Brendale clubrooms by 17 July 2021. We will put them into the bags for you. We estimate up to 600 bags will be handed out as families and small groups normally only take a single bag. If you want us to photocopy brochures for you, we will charge 10 cents per B&W single-sided brochure to cover our costs. Extra brochures will not be placed into the bags at the Expo or handed out by us at the front desk, so please plan ahead. Traders and Heritage Organisations may also hand out their own brochures from their stand at the Expo.

## **Expo Program and advertising**

A Souvenir Expo Program will be provided to all visitors and include details of all layouts, Traders and Heritage Organisations (contact details plus up to 70 words at nil cost). It will be an A5, portrait, multi-page, B&W document printed on a laser office printer.

A separate B&W graphical and/or text advertisement may be purchased as per the table below. Artwork is to be emailed to us by 2 July 2021. We can assist you with basic artwork at no charge. Traders and heritage organisations that are unable to attend the Expo may purchase a graphical advertisement:

Nominal size	Size (approx)		Orientation	Cost B&W
	Height	Width		
eighth A5 page	48.5 mm	68 mm	landscape	\$15
quarter A5 page	99 mm	68 mm	portrait	\$25
half A5 page	99 mm	138.5 mm	landscape	\$35
full A5 page	200 mm	138.5 mm	portrait	\$60

No solid or dark backgrounds please

## **Feedback**

The RMCQ would appreciate feedback (positive and negative) of any issues to assist us to improve our future expos.

***Above all - Thank you for supporting the hobby  
and helping to make our Expo a success.  
Remember to have Fun!***