



CITY OF CHINO
RETAIL/INFORMATION VENDOR APPLICATION
2023 CHINO SUMMER NIGHTS
CITY HALL, 13220 CENTRAL AVENUE, CHINO
FRIDAYS, JUNE 16-JULY 28, 2023 • 6:30-10:00 P.M.
SUBJECT TO APPROVAL

Name of Organization/Company _____ E-mail _____

Full Name of Contact Person _____ DOB _____

Address _____ City _____ Zip _____

Day (____) _____ Mobile (____) _____ E-mail _____

Emergency Contact _____ Phone # _____ Relationship _____

PAYEE INFORMATION (if paying with check or credit card and if different than contact person at top of form)

Name Listed on Check or Credit Card _____ Primary Phone (____) _____

Address _____ City _____ Zip Code _____

Emergency Contact _____ Phone (____) _____ Relation _____ DOB _____

Please Circle Date/s: **6/16** **6/23** **7/7** **7/14** **7/21** **7/28**

PARTICIPANT INFORMATION (PLEASE CHECK ALL THAT APPLY)

- ____ *COMMERCIAL RETAIL VENDOR FEE: **\$30/WEEK**
- ____ NON-PROFIT RETAIL VENDOR FEE: **\$15/WEEK** ▶ NON-PROFIT: # _____
- ____ *COMMERCIAL INFORMATION VENDOR FEE: **\$20/WEEK**
- ____ NON-PROFIT INFORMATION VENDOR FEE: **\$15/WEEK** ▶ NON-PROFIT: # _____
- ____ CITY OF CHINO PROGRAM OR CITY PARTNER

**Commercial = Operating a business for profit.*

EVENT REQUIREMENTS

- Complete application form and submit. (Payment is due after approval of participation from City staff.)
- Completed applications will be accepted on a first-come, first-served basis. Incomplete applications will not be processed. Submit signed City of Chino hold harmless/waiver form. (See waiver on the back of this form)
- **Once approved, all booth vendors must submit the following:**
 - **Current City of Chino Business License. BUSINESS LICENSE # _____**
 - All vendors are required to submit a One-Day Temporary Permit. A One-Day Temporary Permit is \$13. Additional fees may be required by the City of Chino Finance Department, Business Licensing, 909.334.3263.
 - Fees will be waived for businesses who have a current City of Chino Business License.
 - **I am a non-profit organization and have a valid 501(c)(3). 501(C)(3) # _____**
 - All non-profit organizations are required to obtain a One-Day Temporary Permit.
 - Fees will be waived upon verification of non-profit status by the City of Chino Finance Department, Business Licensing, 909.334.3263.
 - **All Retail Vendors (excluding non-profit) need a Seller's Permit from the State of California Board of Equalization:**
 - I hold a valid City of Chino seller's permit. **My number is: S _____**
 - My sales are exempt occasional sales, less than three times per year. *Your information will be submitted to the State of California for confirmation.* For more information visit, <https://www.cdtfa.ca.gov>.

GENERAL BOOTH VENDOR INFORMATION

- A 10'x10' space will be provided for registered vendors. Applicant is responsible for tables, chairs, shade, etc. **All vendors must bring weights to secure your canopy.**
- Accessible Vending requires a maximum counter height of 34". A minimum vertical clearance of 80" and minimum width clearance of 48".
- Any individual behaving inappropriately or unsafely will be ejected and denied future participation.
- No **refunds** on cancellations after **two weeks** prior to selected dates (no later).
- Vendors will be allowed to enter the vendor section by **4:30 p.m.** for vendors. All vendors **MUST** be ready for business by **6:00 p.m.**
- If the event is *cancelled* due to severe weather, a full refund will be issued for booth fee. However, **Business Licensing does not provide refunds.**
- Vendor/Applicant must submit all required documents two weeks prior to event day.
- Electricity will not be provided. **NO GENERATORS ARE ALLOWED.** Solar or battery power lights are acceptable.
- The City of Chino will not monitor nor guarantee exclusivity of merchandise sales.
- All applications are subject to approval, and booth spaces will be assigned to vendors.

PLEASE INITIAL THAT YOU AGREE TO THE ABOVE: _____

Complete applications will be accepted one month prior to selected dates (or until spots are filled)

Submit complete applications by:
 Email: Caguirre@cityofchino.org
 Fax: 909.334.3717
 For questions: 909.334.3324

Mail: Attn: Cristina Aguirre, Community Services Coordinator
 Carolyn Owens Community Center
 13201 Central Avenue
 Chino, CA 91710

RETAIL/INFORMATION VENDOR APPLICATION

(Please print clearly or type)

*** WAIVER AND RELEASE BY APPLICANT(S)
FOR PARTICIPATION IN A CITY OF CHINO SPONSORED PROGRAM AND/OR
USE OF A CITY OF CHINO FACILITY**

Participant Name: _____ Activity: Chino Summer Nights

Program Dates: From: Friday, June 16, 2023 To: Friday, July 28, 2023

In exchange for being permitted to participate in any City of Chino activity and/or use any City of Chino facility, I acknowledge and attest to the fact that:

1. My participation, and/or that of my child/children/guardians, is voluntary.
2. My participation, and/or that of my child/children/guardians, may result in injury, death, property damage, and other losses, and I assume all of those risks.
3. I am legally competent to understand and accept the associated risks.
4. I waive, and release the City, its officials, employees, and volunteers from, all claims for any injury, death, property damage, or other loss resulting from my participation in the activity, and/or that of my child/children/guardians.
5. I am responsible for payment of all fees for, and liabilities and damages resulting from, my participation in the activity and/or that of my child/children/guardians, including damages to City property, injury to other participants, or other losses of any kind.
6. I will defend the City and its representatives against any claims or lawsuits that are a result of my willful misconduct, and/or that of my child/children/guardians.
7. I agree that the City can take photographs and/or film me, and my child/children/guardians, while participating in a City activity and/or at a City facility to be used for promotional purposes; and, further that such photographs and film will be the sole property of the City and that neither I nor my child/children/guardians will be entitled to any license fee or royalty for the City's use thereof.
8. I understand that rates, fees, dates, times, classes, schedule of classes, and instructors established by the City may change at any time without notice.
9. I agree that City fliers and class schedules are not an expressed and implied contract.
10. I agree that the City is not responsible for any damage or loss that may arise from a misunderstanding, error, or omission related to the activity.
11. I understand that the City reserves the right to change or cancel any or all of the participation/use of rules at any time.
12. I understand that any individual behaving inappropriately or unsafely will be ejected and denied future participation.
13. The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. Although the City is following recommended steps by County health officials, the City cannot protect participants and their family against all possible risks of COVID-19. I understand and acknowledge that participants are encouraged to wash their hands frequently and must take all necessary steps to protect their health consistent with federal, state, and county public health guidelines. By participating in the activity, potentially being exposed to others who might have COVID-19, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child or children and I may be exposed to or infected by COVID-19 and that such exposure or infection may result in personal injury, illness, permanent disability, and death.

I am signing a full release of any and all liability against the City of Chino and do so of my own free will.

Printed Name: _____ Parent/Guardian

Signature: _____ Date: _____

Address: _____

Phone (day): _____ Phone (evening): _____ Phone (cell): _____

Organization (if any): _____

*** To be completed by each adult (18 years of age or older)**

Description of booth activity or items selling:
