



**CHINO CHRISTMAS CRAFT FAIR
INFORMATION/RETAIL VENDOR APPLICATION**

(Please print clearly or type)
Chino Senior Center
13170 Central Avenue, Chino, CA 91710
Saturday, December 10, 2022
9:00 a.m.–2:00 p.m.

OFFICE USE ONLY:

BOOTH #: _____

RECEIPT #: _____

In the event of rain, the Fair will be cancelled. Please call 909.334.3271 after 6:00 a.m. to confirm.

Name of Organization/Company _____ Email _____

Full Name of Contact Person _____ DOB _____

Address _____ City _____ Zip _____

Day () _____ Cell () _____ Cell Phone Provider _____

Emergency Contact _____ Phone () _____ Relation _____

PARTICIPANT INFORMATION (PLEASE CHECK ALL THAT APPLY)

___ ***CRAFT VENDOR FEE: \$35** Handmade/Craft Cottage Food Vendors

 ▶ **NON-PROFIT: #** _____ ▶ **PR: #** _____

___ ***COMMERCIAL RETAIL VENDOR FEE: \$105**

___ **NON-PROFIT RETAIL VENDOR FEE: \$65** ▶ **NON-PROFIT: #** _____

___ ***COMMERCIAL INFORMATION VENDOR FEE: \$65**

___ **NON-PROFIT INFORMATION VENDOR FEE: \$15** ▶ **NON-PROFIT: #** _____

___ **CITY OF CHINO PROGRAM OR CITY PARTNER**

**Commercial = Operating a business for profit.*

NOTICE: PLEASE BE AWARE OF THE FOLLOWING:

PLEASE INITIAL THAT YOU HAVE READ THESE ITEMS: _____

- IF THE EVENT IS CANCELLED DUE TO SEVERE WEATHER, A FULL REFUND WILL BE ISSUED FOR THE BOOTH FEE. **BUSINESS LICENSING DOES NOT PROVIDE REFUNDS.**
- VENDOR/APPLICANT MUST BE PRESENT FOR THE DURATION OF THE EVENT.
- THE CITY OF CHINO WILL NOT MONITOR EXCLUSIVITY OF MERCHANDISE SALES.
- **NO REFUNDS OR CANCELLATIONS AFTER FRIDAY, NOVEMBER 18, 2022.**

EVENT REQUIREMENTS

- **Complete application form and submit. Payment is due after approval of participation from City staff.**
- **Submit signed City of Chino hold harmless/waiver form. (See waiver on the back of this form)**
- **Current City of Chino Business License. BUSINESS LICENSE #** _____
 - Businesses located outside the City of Chino (who do not have a City of Chino Business License) are required to obtain a "one day" Vendor Permit.
 - One-day permits are \$13. Additional fees may be required by the City of Chino Finance Department, Business Licensing, 909.334.3263 or buslic@cityofchino.org.
- **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" Vendor Permit.
 - Fees will be waived upon verification of non-profit status by the City of Chino Finance Department, Business Licensing, 909.334.3263.
- **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, contact the State Board of Equalization, Riverside Field Office: 3737 Main Street, Suite #1000, Riverside, CA 92501; 951.680.6400 or www.boe.ca.gov.

GENERAL BOOTH INFORMATION

- Booth setup begins at **5:30 a.m.** Please have booth ready by **8:30 a.m.**
- A 10'x10' space will be provided for participants. Applicant is responsible for tables, chairs, shade, etc.
- **All vendors must bring weights to secure EZ-UPS:** _____
- Electricity will not be provided. **NO GENERATORS ARE ALLOWED.**
- **Accessible routes require a minimum vertical clearance of 80" and minimum width clearance of 48".**
- Booth spaces will be assigned to vendors and applications are subject to approval. Applications will be accepted on a first-come, first-served basis.

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 _____

APPLICATION SUBMISSION-APPLICATIONS MUST BE SUBMITTED IN PERSON

Complete applications will be accepted ONLY through Friday, November 18, 2022 (or until spots are filled).

Submit complete applications with proper payment to:

City of Chino, Senior Center Center, 13170 Central Avenue, Chino, 91710

Make check/money order payable to: City of Chino

For more information or special requests/considerations, please contact:

Tammy Dawson, Community Services Coordinator at 909.334.3494 or tdawson@cityofchino.org.

-Please turn over for more information-

*** 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 Youth Christmas Parade and Fair

Program Dates: From: Saturday, December 10, 2022 To: Saturday, December 10, 2022

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:
