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City Manager

## CITY of CHINO

September 25, 2019

### RE: **Chino Craft Fair**

The **2019 Chino Craft Fair** will be held outdoors in the Chino Senior Center parking lot on Saturday, December 14, from 9:00 a.m.-2:00 p.m. (The craft fair is held in conjunction with the Chino Youth Christmas Parade.) The Parade will be held rain or shine. If cancelled due to severe weather, a full refund will be issued for the booth fee. Business Licensing does not provide refunds.

There will be a two-week priority registration period for Chino non-profit organizations and Chino businesses beginning Monday, October 7, 2019. General registration will begin on Monday, October 21, 2019. All registration applications will be taken on a first-come, first-served basis. All applications are subject to approval and booth spaces will be assigned to vendors.

#### **Vendor fees are as follows:**

CRAFT VENDOR FEE: \$26 (*Craft or Prepared/Cottage Food Vendors*)

NON-PROFIT INFORMATION VENDOR FEE: \$10

NON-PROFIT RETAIL VENDOR FEE: \$55

\*COMMERCIAL VENDOR INFORMATION FEE: \$53

\*COMMERCIAL RETAIL VENDOR FEE: \$92

*\*Commercial=Operating a business for profit.*

In addition to this fee, persons without a current City of Chino business license are required to obtain a "one day" vendor permit. Any additional fees will be determined by the City of Chino Finance Department, Business Licensing, at 909.334.3263.

Thank you in advance for your interest and participation in the Chino Craft Fair. If you have any questions, please contact me at **909.334.3271** or via email at [rcrowder@cityofchino.org](mailto:rcrowder@cityofchino.org).

We look forward to your participation in the **Chino Craft Fair!**

Sincerely,

*Robin Crowder*  
City of Chino, Community Services Coordinator

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Enclosure

