

# REGISTRATION FORM



*Brea Community Center*  
695 E Madison Way | Brea, Ca | 92821

*Two Day Event!*

Day 1 | March 20, 2020 | 9 AM-6 PM

Day 2 | March 21, 2020 | 9 AM- 4 PM

Social Media Usernames:



\_\_\_\_\_



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*Please print clearly!*

Name:		Company's Name:	
Address:			
City:		Zip:	
Phone (Day/Evening/Cell):		Email:	

*Please check appropriate item(s)*

<input type="checkbox"/>	Inside Space at \$175 (most spaces are 10' x 10' and a few are 8' x 12'-if your setup requires a 10' x 10' please indicate that in the notes below)	\$
<input type="checkbox"/>	Outside Space at \$140 (spaces are 10' x 10')	\$
<input type="checkbox"/>	Electricity available at \$17 (limited number available - first come/first serve)	\$
<input type="checkbox"/>	Tables for rent at \$17 each (limited number available - first come/first serve)	\$
<input type="checkbox"/> Check	<input type="checkbox"/> Cash	<input type="checkbox"/> Credit Card #: _____
		Name on Credit Card: _____ Exp. Date: _____ CVV/CVC: _____
<b>Total Amount Enclosed:</b>		<b>\$</b>

**IMPORTANT: PLEASE SEE THE REGISTRATION POLICY ON THE ATTACHED GENERAL POLICY STATEMENT.** This is a picture juried show, not first come, first served. All registration forms must include photographs of merchandise to be sold. No exceptions! **Please Note: Pictures will NOT be returned.** All merchandise must be approved regardless of whether you have participated previously in any City of Brea Craft Boutique. In order to ensure a standard of quality and balance to our Boutique, our emphasis is on hand-crafted items. A limited number of commercial merchandise and jewelry will be accepted at the discretion of the organizer. Due to the nature of the Boutique, any new multi-level marketing vendors will need to be approved based on the particular show and the appropriateness.

**NOTE: California and the City of Brea, require all vendors have a Seller's Permit and register the Boutique as a temporary address (695 E. Madison Way, Brea, CA 92821). For more information, contact the California Department of Tax & Fee Administration at [www.cdtfa.ca.gov](http://www.cdtfa.ca.gov) or call 800-400-7115. Please submit a copy with your application.**

**Please note:** If you are a past Spring Boutique vendor and want the same space you had in last year's show, please specifically indicate this but **understand this is not a guarantee**. Also, if you do not return your application in a timely manner (approx. first two weeks) your space may be given to someone else.

Yes, I want my same space. Space # \_\_\_\_\_  No, different space please

Please describe the merchandise you sell (continue on back if needed):

Notes/Comments:

- Registration fee must accompany this application. If paying by check, make payable to: *The City of Brea*. Use enclosed return envelope or mail to: City of Brea, Spring Craft Boutique, 1 Civic Center Circle, Brea, CA 92821-5732.
- Important—Registrations will be accepted via mail and email ([breaspecialevents@cityofbrea.net](mailto:breaspecialevents@cityofbrea.net)) beginning **January 2<sup>nd</sup>** for past vendors and Brea residents. Open registration for new participants is **January 15<sup>th</sup>**. **Early applications will be returned.**
- There will be a \$15 processing fee on all cancellations and refunds. All entry fees are non-refundable **after February 15, 2020**.
- You will be notified **by email** whether or not you have been accepted into the Boutique at the end of January. **Note: At the time you are accepted, your check or credit card payment will be processed.**
- This event will be held rain or shine and not canceled due to the weather.
- For more information, email Kristin Steyerman at [breaspecialevents@cityofbrea.net](mailto:breaspecialevents@cityofbrea.net) or call (714) 990-7771.

I have read and understand that I must comply with the Spring Craft Boutique General Policy Statement handed down by the City of Brea and I also agree to protect, defend, indemnify and hold harmless the City of Brea, agents, employees and volunteers from all loss, damage and claim resulting from the event. I understand if the General Policy Statement is not upheld my booth will be closed immediately and my fees will not be returned. *Please make a copy of this form for your records.*

Signature:	Date:
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