



THE CITY OF BREA

2019 NUTCRACKER CRAFT BOUTIQUE



Friday, November 15, 9 a.m. – 6 p.m.
 Saturday, November 16, 9 a.m. – 4 p.m.
 Brea Community Center
 695 E. Madison Way
 Brea, CA 92821



Vendor Registration Form
 Please print clearly - you must fill out ALL fields

Name:		Company's Name:	
Address:			
City:		Zip:	
Social Media User Name @ _____		Email:	
Phone (Day/Evening/Cell):		Note: You will be notified by email whether or not you have been accepted into the Boutique.	

Please check appropriate item(s) **MOST SPACES ARE 10' X 10'**

	Inside Space at \$220 (maximum per person is one space)	\$
	Outside Space at \$170 (maximum per person is two spaces)	\$
	Electricity available at \$22 (limited number available - first come/first serve)	\$
	Tables for rent at \$22 each (limited number available - first come/first serve)	\$
<input type="checkbox"/> Check <input type="checkbox"/> Cash	<input type="checkbox"/> Name on Credit: Card Credit Card #:	CVV #: Exp. Date:
Total Amount Enclosed:		\$

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 the majority of merchandise to be sold. **No exceptions! If we do not receive photographs, your application will be returned whether you are a past vendor or not.** **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 insure a standard of quality and balance for our Boutique, a limited amount of commercial vendors and jewelry vendors will be allowed. Vendors must have merchandise to sell the day of the Boutique. 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: The state of California and the City Of Brea, require all vendors have a Seller's Permit and register the Boutique as a sub-address (695 E. Madison Way, Brea, CA 92821). For more information, CA Department of Tax & Fee Administration at www.cdtfa.ca.gov or call 800-400-7115.**

Please note: If you are a past Nutcracker Boutique vendor and want the same space you had in last year's show we will make every effort to grant your request, however 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:

- It is important that you read the attached General Policy Statement very carefully.
- Registration fee must accompany this application. If paying by check, make payable to: *The City of Brea.* Use enclosed return envelope or mail to: *Nutcracker Craft Boutique, 1 Civic Center Circle, Brea, CA 92821-5732.*
- There will be a \$15 processing fee on all cancellations and refunds. All entry fees are non-refundable **after October 1, 2019.**
- Important—Mailed registrations will be accepted only if received on or after **July 1**, for past vendors and Brea residents; **July 15**, for open registration. Early applications will be returned. For speedier processing, please email BreaSpecialEvents@cityofbrea.net.
- You will be notified **by email** whether or not you have been accepted into the Boutique at the beginning of September. **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.
- All proceeds benefit Community Center Youth and Family Programs.
- For information, call Kristin Steyerma at (714) 990-7771 or email KristinS@cityofbrea.net.

I have read and understand that I must comply with the Nutcracker 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:

Note: Vendors parking in the Community Center parking lot will not be invited back!