

# MARKET PLACE INFORMATION PACKET

40th Annual Brea Country Fair –Thursday, July 4, 2019

City Hall Park - 401 S. Brea Boulevard, Brea, CA 92821

*Sponsored by:*

*Country Fair Steering Committee, Civic Organizations,  
Community Services Groups and the City of Brea*

We cordially invite you and/or your organization to participate in the 40th Annual Country Fair held Thursday, July 4, 2019 at City Hall Park, 401 S. Brea Boulevard.

The fee schedule for participation is as follows:

	<u>Fee:</u>	<u>Measurements:</u>
Food Booth	\$50 each booth	8' x 8'
Game Booth	\$25 each booth/ space	8' x 8'
Non-Fee Activity (demonstrations/exhibits)	No Charge	Table only
Market Place (maximum 2 spaces)	\$100 each space	10' x 10'
	**\$125 if submitted after 05/01/19	

Only Brea-based, non-profit organizations and service clubs may reserve space in the following areas: Food booths, game booths, fee activities and non-fee activities. Spaces and booths are limited and sold on a first come/first serve basis. Your registration is not confirmed until your fee is paid. The time schedule is:

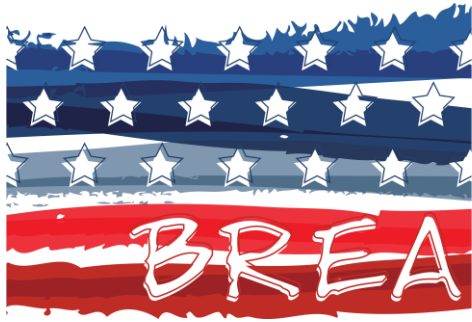
7 - 10:30 a.m.	Kiwanis Pancake Breakfast
8 - 9 a.m.	Brea Ministerial Association Service
9 a.m. - 3 p.m.	Food/Game Booths, Market Place, Stage Entertainment/Activities/Contests
3 p.m.	Fair Closing

**Deadline to return your application is June 3, 2019.** You may use the enclosed envelope or mail completed application to: *Community Services Department, Attention Country Fair Steering Committee, 1 Civic Center Circle, Brea, CA 92821.*

It is important that you read the attached General Policy Statement carefully. If you have any questions please call:

Kristin Steyerma (714) 990-7771 or email [kristins@cityofbrea.net](mailto:kristins@cityofbrea.net)

Thank you for your interest in Brea's Country Fair. We look forward to a successful Fair!



# BREA COUNTRY FAIR

## MARKET PLACE REGISTRATION FORM

### Thursday, July 4, 2019

(Please Print)

Name:		
Address:		
City:	Zip:	
Phone: Day:	Evening:	Cell:
Email:		
<b>ALL MARKET PLACE SPACES ARE 10' X 10'</b>		
<ul style="list-style-type: none"> <li>• <b>Your fee of \$100 (register by May 1) or \$125 (if after May1) per space</b> must accompany application. <b>Make checks payable to <u>The City of Brea</u></b></li> <li>• You may use the enclosed envelope or mail to: Community Services Department, Attention:</li> <li>• Country Fair Steering Committee, 1 Civic Center Circle, Brea, CA 92821</li> <li>• <b>All entry fees are non-refundable after JUNE 3, 2019</b></li> <li>• <b>Early Bird (received by May 1)</b> _____ <b>Space(s) at \$100 = \$</b> _____</li> <li>• <b>Regular (received after May 1)</b> _____ <b>Space(s) at \$125 = \$</b> _____</li> </ul>		
Description of Merchandise to be sold: (Please be specific as we try not to put you next to someone with similar items.)		
<p>NOTE:</p> <ul style="list-style-type: none"> <li>• <b>This is a picture juried event. All registration forms <u>must include photographs of the majority of merchandise to be sold.</u> No exceptions!</b> The quality of your pictures is very important. If we do not receive photographs, your applications will be returned whether you are a past vendor or not. All merchandise must be approved by the Country Fair Steering Committee regardless of whether you have participated previously in any City of Brea craft boutique. Your pictures will be returned the day of the Fair.</li> <li>• Upon approval, applications will be assigned in accordance with the registration policy.</li> <li>• Location will be on basketball courts on corner of Walnut and Elm. Spaces will be 10' x 10'. Some spaces will be on cement and others on grass. You will be responsible for your own shade canopies, they are a must! Flooring is optional. You must also provide your own tables and chairs.</li> <li>• For information call Kristin Steyerma (714) 990-7771.</li> </ul>		

I have read and understand that I must comply with the Country Fair General Policy Statement.	
Signature of Responsible Person: _____	Date: _____

**APPLICATION DEADLINE JUNE 3, 2019**



**40th Annual Brea Country Fair**  
**Thursday, July 4, 2019**  
**City Hall Park - 401 S. Brea Boulevard, Brea, CA 92821**

**MARKET PLACE GENERAL POLICY STATEMENT**

**Please Read Carefully**

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1. **Forty-eight (48)** Market Place spaces are available. The early bird (received by May 1) fee is \$100 and \$125 (received after May 1) for a 10' x 10' space.
  2. This is a picture-juried event. All items for sale must be approved regardless of whether you have participated in any City of Brea craft boutique. All registration forms **must** include photographs of items to be sold. Only items approved by the Country Fair Steering Committee may be sold. The Market Place will allow participants to sell items other than handcrafted.
  3. Due to the set-up of the Country Fair, **no food or beverage items may be sold in the Market Place.**
  4. **All fees are non-refundable after June 3, 2019. Checks should be made payable to *The City of Brea* and mailed to Community Services Department, Attention Country Fair Steering Committee, 1 Civic Center Circle, Brea, CA 92821.**
  5. Location will be on the basketball courts on the corner of Walnut and Elm. All spaces are 10' x 10'. Some spaces will be on cement and others on the grass. Shade canopies will be a must! Flooring is optional. If you have any questions, please call Kristin at (714) 990-7771.
  6. **AFTER UNLOADING, YOU MUST MOVE YOUR VEHICLE OR YOU WILL BE TICKETED.** The unloading/loading area will be on Walnut Street in front of or near your space from 7:30 to 8:30 a.m. If you do not arrive by 8:30 a.m. to set-up, you will not be able to unload on Walnut Street. It will be closed off. You may return to the same area for loading at 3 p.m. when the Fair is over.
  7. All Market Place vendors must be set-up and operational no later than 9 a.m. and are required to remain open until 3 p.m. This is very important.....**NO EXCEPTIONS!! If you do close early, your name will be taken off all City of Brea boutique mailing lists!**
  8. All spaces must have adult supervision during operation at all times. Experience has shown that adult participation is mandatory for a profitable operation.
  9. While participating in the Country Fair Market Place no vendor shall display or hand out any campaign or controversial pamphlets, fliers, posters, give aways or wear any buttons or t-shirts or other campaign items.
  10. Neither the City of Brea nor the Country Fair Steering Committee will assume responsibility for any damage, theft, or loss of items.
  11. Participants are responsible for paying their own sales taxes.
  12. Each Market Place space is 10' by 10'. For safety purposes, all participants must set-up within the 10' X 10' space allotted. Areas between spaces may not be used as additional space.
  13. As the Market Place is **outside in a park setting**, no electrical outlets are available. If you want shade, you will be responsible for your own tarp or covering. You must also provide your own table and chairs.
  14. The Brea Country Fair Steering Committee reserves the right to close any space that is not being conducted in compliance with the rules or is improperly managed. If you are uncooperative and do not follow the Country Fair Market Place Policy Statement, you will not be invited back to participate again.