



**City of Rancho Cucamonga**  
**Community Services Department | Central Park**  
**11200 Base Line Road**  
**Rancho Cucamonga, CA 91701**

## **2024 Health & Wellness Fair Vendor Letter**

The 2024 City of Rancho Cucamonga Health & Wellness Fair will take place on Thursday, September 26, from 8:00 a.m. to 11:00 a.m. at Central Park! The purpose of this fair is to provide a variety of information on all things health and wellness to the Rancho Cucamonga community.

**Please note this email is not a confirmation that you are a Health & Wellness Fair vendor. Vendors will only be confirmed once the completed application and payment has been received.**

### **Event Info**

- Thursday, September 26, 2024
- Central Park: 11200 Base Line Road. Rancho Cucamonga, CA 91701
- 8:00 a.m. to 11:00 a.m.
- The 2024 Health & Wellness Fair is a free community event
- Raffle Prizes for participants

### **Vendor Information**

- Vendor check-in is at 7:00 a.m. on Thursday, September 26
- A 6' table and two chairs will be provided for each vendor
- Vendors are responsible for providing a tablecloth for their booth
- Vendors are required to stay for the duration of the event, until 11:00 a.m.
- Vendors are encouraged to bring a raffle prize, provide a screening and giveaways!

### **How do I submit my application?**

Walk-in: Completed applications and payment may be submitted at the James L. Brulte Senior Center from Monday through Friday between 8:00 a.m. to 5:00 p.m.

Email: Completed applications may be emailed to [Jeremy.Barnes@cityofrc.us](mailto:Jeremy.Barnes@cityofrc.us). Once your application has been approved, you will have two (2) weeks to submit payment which can be accepted by walk-in or by mail.



## CITY OF RANCHO CUCAMONGA

10500 Civic Center | Rancho Cucamonga, CA 91730 | 1-909-477-2700 | [www.CityofRC.us](http://www.CityofRC.us)

### Payment

*Once your application has been submitted and you have received confirmation, you will complete payment for your vendor booth. Credit Card or Check payments only.*

### Checks

- Checks are made payable to: City of Rancho Cucamonga.
- Check payments can be completed at the James L. Brulte Senior Center front desk Monday through Friday between the hours of 8:00 a.m. to 8:00 p.m.
- For mailed checks please send to the address below:  
Attn: Jeremy Barnes  
11200 Base Line Road  
Rancho Cucamonga, CA 91701

### Credit Card

- In person Credit Card payments can be completed at the James L. Brulte Senior Center front desk Monday through Friday between the hours of 8:00 a.m. to 8:00 p.m.
- An online link and instructions to pay will be sent to confirmed vendors if you wish to pay by Credit Card through our registration system.

James L. Brulte Senior Center  
11200 Base Line Road  
Rancho Cucamonga, CA 91701  
1-909-477-2765

Space is limited and registration will be taken until all spaces are full. The last day to register is **Friday, August 30**. Any payments received after August 30 will be subject to a \$25.00 late fee.

***Final and complete Vendor registration will not be confirmed until both the completed application and payment has been received.***

### Would you like to sponsor?

If you wish to sponsor the Senior Health & Wellness Fair, which is a separate fee from the vendor registration price, please contact Jeremy Barnes by calling 1-909-774-3806 or by emailing [Jeremy.Barnes@cityofrc.us](mailto:Jeremy.Barnes@cityofrc.us). Sponsorship helps the James L. Brulte Senior Center to provide engagement elements and giveaways to our health fair participants. Sponsors will have their logo featured on all promotional materials.

**Attachment:** 2024 Health & Wellness Fair Vendor Application