

SUBMIT TO:

Board of Supervisors
575 Administration Dr, Ste 100A
Santa Rosa, CA 95403

COUNTY OF SONOMA

For Board of Supervisors Use Only

Fee Waiver/Board Sponsorship Request Form

1. Contact information for individual requesting fee waiver/sponsorship:

Name: Margie Foster
First Middle Last
Mailing Address: P.O. Box 96 Glen Ellen CA 95442
Number, Street, Apt/Suite City State Zip
Phone: (707) 228-9991 Email: margiefo707@gmail.com
Area Code, Number

2. Name of Community Based Organization, Non-Profit, or Government Agency for which fee waiver/sponsorship is requested:

Name: Glen Ellen Village Fair Assn.
Mailing Address: P.O. Box 96 Glen Ellen CA 95442
Number, Street, Apt/Suite City State Zip
Phone: (707) 228-9991 Email: glenellenvillagefair@gmail.com
Area Code, Number

3. Please indicate by check mark the supervisory district in which the organization or agency submitting this request is located, where the project/activity/event will be held, and the district office to whom you would like to submit this request:

Board Member and District	Susan Gorin District 1	David Rabbitt District 2	Shirlee Zane District 3	James Gore District 4	Lynda Hopkins District 5
Entity or organization location (select all that apply)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project/activity/event location (select all that apply)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
District office to receive request (select only one)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Type of Community Based Organization, Non-profit, or Government Agency for which the fee waiver/sponsorship is requested:

☐ City ☐ Special District ☐ Other Local Government
☐ School ☒ Non-profit or CBO

Other (please specify): _____

5. Please provide a description of the project/activity/event for which a fee waiver/sponsorship is being requested on a separate sheet of paper. Please include the number of individuals who will participate or be served, etc.

6. Please indicate if this is a one-time or annual event:

☐ One Time ☒ Annual

7. Type and amount of fee waiver/sponsorship requested. Please list all County fees you are requesting be waived/sponsored in conjunction with this project/activity/event. Please attach a copy of an estimate or receipt from the County Department or Veteran's Building Operator documenting the amount of each fee you are requesting be waived/sponsored.

Department Assessing Fee	Type of Fee	Amount of Fee
PRMD	Technology Enhancement	12.18
PRMD	Parade	715.00
PRMD	Fire Serv Pre-Application Mtg	222.00
	TOTAL	949.18

8. If your Community Based Organization, Non-Profit, or Governmental Agency has received a fee waiver/sponsorship for a similar project/activity/event in the past, please list below:

Approved

Date of Fee Waiver	Department Assessing Fee	Type of Fee	Amount of Fee
9/14/21	PRMD	Tech Enhancement	18.00
9/14/21	PRMD	Parade	656.00
9/14/21	PRMD	Fire Pre-Applic Review	204.00
9/14/21	PRMD	Public Works Plan Check	228.00
		TOTAL	1106.00

9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

☐ Property Tax
 ☐ Sales Tax
 ☐ Special Assessment

☐ User Fees

Other (please specify): Vendor Booth Fees, Silent Auction, Raffle, Donations

10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

11. Will the organization or agency be charging an entry fee or be requesting a donation for the project/activity/event for which you are requesting a fee waiver/sponsorship? If so, please provide an explanation detailing why the fees to be waived/sponsored cannot be recovered through the entry fee. Please attach to this form and submit with your request.

Margie Foster
Authorized Signature

Treasurer
Title

08/04/2022
Date

Fee Waiver/Board Sponsorship Request Form, Additional Information:

Submitted by: Glen Ellen Village Fair Assn.

#5: Description of event. Glen Ellen has, for over 30 years, organized an annual Village Fair to celebrate our town, our people and our community. We bring together craft, food and non-profit vendors, provide entertainment and generally celebrate all that is wonderful in Glen Ellen and Sonoma Valley. There are typically 1,000 Fair-goers who come out on this special day to celebrate Glen Ellen.

#10: Inability to pay fees: The fair generates funds from vendor fees (which are kept lower than most other events), raffle ticket sales, and recently, a silent auction. These funds received do NOT cover the expenses of event insurance (\$1,000), CHP road closer coverage (\$2300), PortaPotties (\$2,000), Recycle/garbage bins (\$550), advertising (\$300), not to mention general operating expenses. We also have applied for grants when they have become available. But increased expenses are always a struggle to meet.

#11: Entry fee: No entry fee is charged to join in the festivities of the Glen Ellen Village Fair....everyone is welcome to join in the celebration of our community!