

# 2016 Winnetka-Northfield Days Sidewalk Sale

9 a.m. – 5 p.m. • Friday, July 14 & Saturday, July 15

## Welcome to the 2017

## Winnetka-Northfield Sidewalk Sale!

Space is available for **Winnetka-Northfield Chamber Members** and **Non-Winnetka-Northfield Chamber Members** in three Winnetka commercial business districts: Hubbard Woods, East Elm and West Elm and the business district in Northfield.



During this two day event, the Winnetka-Northfield Chamber pays for additional insurance to receive special use permits from the Village of Winnetka for the use of its sidewalks. All **businesses located within the sidewalk sale areas must pay** the appropriate fees listed in this application or may find the sidewalk space in front of their business assigned to fee-paying vendors. Proceeds from this event will be used to expand the benefits and services provided to chamber members and the community.

### Additional details:

- **SWS Sponsorship:** Include your logo on all promotional materials and advertisements. Cost: \$250.
- **Set-Up:** Set-up on Friday and Saturday – must be before 8:45 am.
- **Spaces Are Not Uniform In Size or Shape.** Spaces may have awnings overhead, planters or benches on the ground. Only the Winnetka-Northfield Chamber of Commerce has the sole authority to assign and specify vendor locations. We reserve the right to ask vendors to move or withdraw if they are not in their assigned location or following the allocated contractual space requirements.
- **Tents/Umbrellas/Awnings:** Most spaces are **not conducive** to the use of portable tents and awnings. If you plan on using a tent or awning, you will receive special placement in Hubbard Woods Park. Tent spaces will be assigned on a first come, first serve basis.
- **Helium Tanks:** must be pre-approved by the Fire Inspector **and** tightly secured.
- **Merchandise & refuse:** Vendors must haul away their own refuse and are responsible for any merchandise or display pieces left overnight. The Winnetka-Northfield Chamber of Commerce does not provide for overnight storage or security.
- **Parking:** Vendors should park in non-commercial districts or residential districts in order to insure commercial district parking is left open for **your** customers
- **Rain:** The Sidewalk Sale will take place, rain or shine. Refunds will NOT be given based on weather.

To assure your place, complete pages 2 and 3 with all fees and return to the Chamber of Commerce office by 6/15/17 to receive the discounted fee. After June 15 the discount will be no longer apply.  
**Questions: (847) 446-4451; email: [director@winnetkanorthfieldchamber.com](mailto:director@winnetkanorthfieldchamber.com); Fax: 847-446-4452.**  
**841 Spruce Street, Winnetka, IL 60093**

## 2017 Sidewalk Sale Application/Friday, July 14 & Saturday, July 15

# 2017 Sidewalk Sale Application/Friday, July 15 & Saturday, July 16

Name of business: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Describe any food offering: \_\_\_\_\_  
 (Note: ANY FOOD OFFERING requires NOTIFYING THE HEALTH DEPARTMENT AND COMPLETING TEMPORARY FOOD PERMIT APPLICATION, refrigeration required)

## Winnetka-Northfield Chamber Member – No Refunds

- Yes, I will use the sidewalk in front of my business at the above address.  
 I need a location OR a 2<sup>nd</sup> location:  Hubbard Woods  West Elm  East Elm

<b>Sidewalk Sale discount fee Before June 15</b>	<b>\$125</b>	\$ _____
<b>Sidewalk Sale fee After June 15</b>	<b>\$150</b>	\$ _____
<b>Not for Profit ONLY discount Before June 15</b>	<b>\$100</b>	\$ _____
<b>Not-for-Profit ONLY After June 15</b>	<b>\$125</b>	\$ _____
<b>Sidewalk Sale Sponsor</b>	<b>\$250</b>	\$ _____

## Rentals (CHAMBER ONLY, OPTIONAL)

Equipment rental is available to Members ONLY. The Chamber is not responsible for the condition of rental equipment. Deliveries will be made Thursday, July 20th and **cannot** be changed. Please check your order immediately. On Saturday evening July 22nd, return all items to the exact location where they were delivered. Fold your tables, chairs and racks. Remove the masking tape with your business name from all equipment. Equipment will be collected Sunday, July 23rd. You will be responsible for the cost of any **lost/stolen items**.

8 feet x 2 ½ feet TABLES	<b>\$25 each</b>	\$ _____
4 feet double bar/wheels CLOTHES RACK	<b>\$50 each</b>	\$ _____
5 feet single bar/wheels CLOTHES RACK	<b>\$50 each</b>	\$ _____
Folding chair	<b>\$ 5 each</b>	\$ _____
Electric Fee (Location assigned near power source.)	<b>\$40</b>	\$ _____
<b>Grand Total</b>		<b>\$ _____</b>

## Non-Member – No Refunds

Location request:  Hubbard Woods  Hubbard Woods Park with Tent  West Elm  East Elm  
Detailed description of items or products for sale or giveaway (Include brand names, price range, and any other information): \_\_\_\_\_

Check one:  Retailer  Service Provider  Not-for-profit  Food Vendor  Entertainer

**Space allocations have been increased to accommodate all outside vendors. Please be realistic with your space requirements and pay for what you need. All vendors will be held accountable for space requested in the SWS contract. If you take more space than requested on your contract, you will be required to pay for additional space at the time the chamber representative checks you in on Friday and Saturday. We ask that you follow the instructions with space and payment requirements.**

Per single space/2days (Usually 20' space) <b>discount</b> Before June 15	<b>\$225</b>	\$ _____
Single space/ 2 days (Usually 20' space) <b>After June 15</b>	<b>\$250</b>	\$ _____
Double space/2 days (Usually 30' space) <b>discount</b> Before June 15	<b>\$265</b>	\$ _____
Double space/2days (Usually 30' space) <b>After June 15</b>	<b>\$290</b>	\$ _____
Triple space/2days (Usually 40' space) <b>discount</b> Before June 15	<b>\$360</b>	\$ _____
Triple space/2 days (Usually 40' space) <b>After June 15</b>	<b>\$385</b>	\$ _____

# 2017 Sidewalk Sale Application/Friday, July 14 & Saturday, July 15

Not for Profit ONLY single space/2days <b>discount</b> Before June 15	\$125	\$ _____
Not-for-Profit ONLY single space/2days <b>After June 15</b>	\$150	\$ _____
Electric Fee (Location assigned near power source.)	\$ 35	\$ _____
<b>Grand Total</b>		\$ _____

## Children’s Entrepreneur Participation

Students are invited to be entrepreneurs and sell hand-made items or services at the Winnetka-Northfield Chamber Sidewalk Sale. Your location will be in Hubbard Woods Park. You may bring a tent, or umbrella along with your own table and chairs. You will receive your assigned location at 8:00 a.m. Friday morning at the Chamber booth in Hubbard Woods Park.

Name: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please describe what will be sold: \_\_\_\_\_

Parent signature (required if child is under the age of 18): \_\_\_\_\_

Children’s Entrepreneur Booth	\$25	\$ _____
-------------------------------	------	----------

**GRAND TOTAL** \$ \_\_\_\_\_

**NO REFUNDS AFTER 6/15/17. SPACE LOCATIONS WILL BE SENT BY 7/09/17**

Winnetka-Northfield Chamber of Commerce, 841 Spruce Street, Winnetka, IL 60093 Fax (847) 446-4452

Visa/ MasterCard: Credit Card Number: \_\_\_\_ -- \_\_\_\_ -- \_\_\_\_ -- \_\_\_\_ Exp. \_\_\_\_ / \_\_\_\_ Security -Code \_\_\_\_

I have read and agree to abide by the Sidewalk Sale rules and regulations in their entirety, and acknowledge full responsibility for all activities conducted throughout the term of this permit. Additionally, I agree to hold the Winnetka-Northfield Chamber of Commerce harmless, and to indemnify the Winnetka-Northfield Chamber of Commerce for any and all claims of whatever kind or nature which might be made against the Winnetka-Northfield Chamber of Commerce due to my participation in the Sidewalk Sale.

DATE: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

Thank you,

The Winnetka-Northfield Chamber of Commerce  
 841 Spruce Street  
 Winnetka, IL 60093  
 847-446-4451