

# 2024 Glencoe Sidewalk Sale

Friday, June 28 & Saturday, June 29 · 9 a.m. – 5 p.m.

## Welcome to the Glencoe 2024 Sidewalk Sale!

Space is available for **Winnetka-Northfield-Glencoe Chamber Members** and **Non-Members** in the Glencoe Sidewalk Sale!

All **businesses located within the sidewalk sale areas must pay** the appropriate fees listed in this application to use the space in front of their storefront. Otherwise, the space will be given to paying participants. 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: \$500.
- **Set-Up:** Set-up for Glencoe locations – 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. **DO NOT MOVE PLANTERS OR BENCHES.** Only the Winnetka-Northfield-Glencoe 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 if they are not following the allocated contractual space requirements.
- **Tents/Umbrellas/Awnings** are not allowed.
- **Helium Tanks:** must be pre-approved by the Fire Inspector **and** tightly secured.
- **Merchandise & refuse:** Vendors must remove all refuse, merchandise, and display pieces every night. The Winnetka-Northfield-Glencoe Chamber of Commerce does not provide for overnight storage or security.
- **Parking:** Vendors should park in the municipal lot to the southeast Metra commuter lot or the Temple Court lot – daily permits will be provided - to ensure commercial district parking remains open for **your** customers. You are allowed to park and unload. Map of mentioned parking lots downtown can be found here:  
<http://www.gisconsortium.org/webapps/storymaps/vgc/parking/index.html>
- **Rain: The Sidewalk Sale will take place rain or shine. Refunds will NOT be given.**

To reserve your place in the Sidewalk Sale, complete the forms below and submit them with all fees to the Chamber of Commerce office by 6/14/24 to receive the discounted fee. After **June 14, 2024** the discount will no longer apply.

Questions: (847) 446-4451; email: [wcc@wngchamber.com](mailto:wcc@wngchamber.com)  
841 Spruce Street, Suite 204, Winnetka, IL 60093



## 2024 Sidewalk Sale **CHAMBER MEMBER** Application Friday, June 28 & Saturday, June 29

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 A TEMPORARY FOOD PERMIT APPLICATION, refrigeration required)**

### Winnetka-Northfield-Glencoe Chamber Member Rates – No Refunds

Yes, I will use the sidewalk in front of my business at the above address.

I need a location:     Vernon Avenue     Park Avenue     Tudor Court

|   |              |                 |
|---|--------------|-----------------|
| <b>Sidewalk Sale Fee by 6/14/24</b>                         | \$140        | \$ _____        |
| <b>Sidewalk Sale Fee after 6/14/24</b>                      | \$165        | \$ _____        |
| <b>Not-for-Profit ONLY Fee by 6/14/24</b>                   | \$100        | \$ _____        |
| <b>Not-for-Profit ONLY Fee after 6/14/24</b>                | \$125        | \$ _____        |
| <b>Sidewalk Sale Sponsor</b>                                | <b>\$500</b> | <b>\$ _____</b> |
| <i>(Business name included on all promotional SWS ads).</i> |              |                 |

### Rentals (CHAMBER MEMBERS 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, June 27<sup>th</sup> and **cannot** be changed. Please check your order immediately. On Saturday evening June 29<sup>th</sup>, 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 early Sunday morning, June 30<sup>th</sup>. 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>\$55 each</b> | \$ _____        |
| 5 feet single bar/wheels CLOTHES RACK               | <b>\$55 each</b> | \$ _____        |
| Folding chair                                       | <b>\$ 5 each</b> | \$ _____        |
| Electric Fee (Location assigned near power source.) | <b>\$40 each</b> | \$ _____        |
| <b>Grand Total</b>                                  | <b>\$ _____</b>  | <b>\$ _____</b> |

**ON PAGE 3, COMPLETE CREDIT CARD AND SIGNATURE FORMS.**

# 2024 Sidewalk Sale NON-CHAMBER MEMBER Application

## Friday, June 28th & Saturday, June 29th

### Non-Member Participation

Location request:  Vernon Avenue  Park Avenue  Tudor Court

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.**

**Non-Chamber member rates (NO Refunds):**

|   |              |                 |
|---|--------------|-----------------|
| Single space/2 days (10' space) <b>Fee by 6/14/24</b>     | <b>\$275</b> | \$ _____        |
| Single space/ 2 days (10' space) <b>Fee after 6/14/24</b> | <b>\$300</b> | \$ _____        |
| Double space/2 days (20' space) <b>Fee by 6/14/24</b>     | <b>\$310</b> | \$ _____        |
| Double space/2 days (20' space) <b>Fee after 6/14/24</b>  | <b>\$335</b> | \$ _____        |
| Electric Fee (Location assigned near power source).       | <b>\$ 40</b> | \$ _____        |
| <b>Grand Total</b>  |              | <b>\$ _____</b> |

**Non-Chamber member rates for NON-PROFIT ONLY:**

|  |              |                 |
|--|--------------|-----------------|
| Not-for-Profit ONLY single space/2 days <b>Fee by 6/14/24</b>    | <b>\$125</b> | \$ _____        |
| Not-for-Profit ONLY single space/2 days <b>Fee after 6/14/24</b> | <b>\$150</b> | \$ _____        |
| Electric Fee (Location assigned near power source).              | <b>\$ 40</b> | \$ _____        |
| <b>Grand Total</b>   |              | <b>\$ _____</b> |

**NO RENTALS WILL BE PROVIDED FOR NON-MEMBERS.**  
**SPACE LOCATIONS WILL BE EMAILED BY 6/25/2024.**

Winnetka-Northfield-Glencoe Chamber of Commerce, 841 Spruce Street, #204 Winnetka, IL 60093

Fax (847) 446-4452

Visa/ MasterCard/Discover/AMEX: 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-Glencoe Chamber of Commerce harmless, and to indemnify the Winnetka-Northfield-Glencoe Chamber of Commerce for all claims of whatever kind or

nature which might be made against the Winnetka-Northfield-Glencoe Chamber of Commerce due to my participation in the Sidewalk Sale.

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

The Winnetka-Northfield-Glencoe Chamber of Commerce, 841 Spruce Street, Suite 204 Winnetka, IL 60093  
PHONE 847-446-4451 (Optional: Register online at [wngchamber.com](http://wngchamber.com). Go to Events Calendar • June 28 and 29, 2024 Sidewalk Sale).