

Visitors' Business:

Temporary Sign Applications:

WineSplash - 132 Old McHenry Road

Red Oaks, 340 Old McHenry Road



SPECIAL EVENT APPLICATION

FOR OFFICE USE ONLY

- Site Plan
- Raffle Application
- Temp. Liquor License App.
- Event Application
- Property Owner Permission
- Insurance Certificate

Please complete this form in its entirety. This application must be submitted a minimum of 90 days prior to the event.

Applications should be mailed, faxed or e-mailed to the Long Grove Business and Community Partners (LGBCP) **and** the Village of Long Grove:

Information Center
307 Old McHenry Road
Long Grove, IL 60047

847-634-0888
Fax: 847-634-3673
infocenter@longgrove.org

Sherry Shlagman
Village of Long Grove
3110 RFD

Long Grove, IL 60047
847-634-9440
Fax: 847-634-9408
sshlagman@longgrove.net

Submittal Date: 7-24-2012 Date Received by LGBCP: _____

EVENT INFORMATION

Event Name & Location(s): Wine Splash, Inc

Description/Type of Event: Signs

on-going

Event Date: 7-25-2012 Hours: _____ to _____

Set Up for Event

Date: _____
Hours: _____ to _____

Dismantling of Event

Date: _____
Hours: _____ to _____

Estimated Number of Attendees: _____

Estimated Number of Vendors: _____

Sponsoring Organization: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax Number: _____

Contact Person: _____ Phone Number: _____

E-mail Address: _____

Long Grove Business and Community Partners
307 Old McHenry Road, Long Grove, IL 60047
847-634-0888 Fax: 847-634-3673
infocenter@longgrove.org

Additional Information

Include with this application the following:

1. A site plan of all areas of the B-1 District covered by the event. On the plan, mark the sanitary facilities and auxiliary parking lots (if applicable).
2. Written permission from property owners
3. Certificate of insurance naming **both** Long Grove Business and Community Partners and Village of Long Grove as additionally insured.
4. Indicate the requested areas of the roadway and parking that will need to be closed and barricaded for this event if it applies.
5. Provide the number of security and police officers needed and the times for each (if required per approval) (Cost for security: \$70/hour per deputy. Payment must be submitted with application):

A. Security officers _____ Hours _____ to _____
B. Traffic officers _____ Hours _____ to _____
C. Parking Assistants _____ Hours _____ to _____

6. Indicate whether there will be any of the following:
(before ordering banners or temporary signs, check with the Village Planner – 847-634-9440)

A. Banners Yes No
B. Temporary Signs Yes No
C. Other (specify) _____

If you answered yes provide a design, location, time to be posted and written permission of the owner(s) where these items will be posted.

7. Indicate promotional materials and advertising to be used (check all that apply):

Newspapers Cable T.V. Internet
 Newsletters Commercial T.V. Radio
 Direct Mailings Trade Magazines Other (specify)

8. Please provide specifics as to the use of any mechanical or electronic rides, demonstrations, displays, music, etc.

9. Services provided at event:

Service	Contact Name	Company	Address	Phone Number
Sanitation/Portable Restrooms				
Waste Disposal/Garbage				
Tents				
Music				
Other				

10. Provide a list of all vendors and their Illinois sales tax identification number. Provide each vendor with notice or form indicating they are filing all sales occurring in the Village of Long Grove. **Sales tax rate for the Village of Long Grove is 8%. Food vendors should contact the Lake County Department of Health (847-360-6700) to apply for a permit.**
11. If there is a charity involved or benefiting from this event, please provide the name of the charity, contact name and a phone number.
12. Raffle – Submit “Application for License to Conduct Raffle.” Raffle must be approved by the Village Board prior to the event.*
13. Liquor – Submit “Temporary Liquor License” Application. **Please note that a State of Illinois Liquor License is also required. Applications may be downloaded at www.illinois.gov/license.cfm.***

* For additional copies of the Event Application or to obtain an Application for License to Conduct Raffle, or Temporary Liquor License Application please visit the Village of Long Grove website at www.longgrove.net. Applications can be found under the heading “Administration.”

All the information submitted is as part of an application to the Long Grove Business and Community Partners to obtain their recommendation to the Village Board to hold a specific event in the B-1 Historic Business District. The event date is for the upcoming year and all of the information is accurate to the best of my knowledge.

Please read this form carefully and be aware that in signing up and participating in this event you will be waiving and releasing all claims arising out of this program. In consideration of the Village sponsoring and providing the above event and accepting me as a participant in the above event, I agree as follows:

ACKNOWLEDGEMENT/ASSUMPTION OF RISK OF INJURY

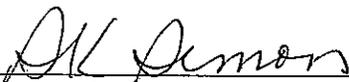
I have fully informed myself of all the details of the LGBCP event(s) and the risks inherent in the event. I recognize and acknowledge that they may involve risks of bodily injury and death. I agree to and assume the full risk of any injuries, including death, and of all costs, damages, and losses that I may sustain as a result of participating in any and all activities connected with or associated with such event.

WAIVER AND RELEASE OF CLAIMS FOR INJURY

I hereby agree to, and do waive, release and relinquish all claims of every kind, known and unknown, present and future, that I may have against the Village of Long Grove, the Long Grove Business & Community Partners and their officers, agents, servants and employees, arising out of, connected with, or in any way related to, the event or my participation therein.

INDEMNITY AND DEFENSE

I hereby further agree to indemnify and hold harmless and defend the Village of Long Grove, the Long Grove Business & Community Partners and their officers, agents, servants and employees from any and all claims of every kind, known and unknown, present and future, that I may have arising out of, connected with, or in any way related to the program or my participation therein. My signature also allows the use my photo for promotional purposes. My signature on this form indicates that I have read and understand the above Waiver and execute it of my own free will and without any reservation.



Signature of Applicant

7-24-20
Date

Craft Beer

Gifts

Food

Wine

Free WiFi



EVENT LICENSE APPLICATION

PLEASE COMPLETE THIS FORM IN ITS ENTIRETY. THIS APPLICATION MUST BE RECEIVED A MINIMUM OF 21 DAYS PRIOR TO THE EVENT.

Name of Business RED OAKS INC		Phone Number 847-634-3044	
Business Address 340 OLD MCHENRY RD	City LONG GROVE	State IL	Zip Code 60047
Business Fax Number 847-634-2877	IL Dept. of Revenue Business Tax Number 12090-4856	Type of Business/Items to be Sold FURNITURE + GIFTS	
Primary Business Contact - Name and Title ROBERT STOLL		Phone Number 847-922-1053	
Business Contact Address 33402 BASSETT RD	City BURLINGTON	State WI	Zip Code 53105
Applying for an event license to participate in the following special event(s): <ul style="list-style-type: none"> <input type="checkbox"/> Chocolate Festival (Sponsor - Long Grove Business and Community Partners) <input type="checkbox"/> Strawberry Festival (Sponsor - Long Grove Business and Community Partners) <input type="checkbox"/> Apple Festival (Sponsor - Long Grove Business and Community Partners) <input type="checkbox"/> Long Grove Art Fest (Sponsor - Kildeer Countryside School PTO) <input checked="" type="checkbox"/> Other <u>GOB SALE</u> <p style="text-align: center;">Event License Application Fee: \$25 per event for one booth (space) Each additional booth is \$25</p>			
Does your business, occupation or activity:		<u>Yes</u>	<u>No</u>
Sell cigarettes, tobacco or tobacco products?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sell alcoholic beverages?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Offer food services?*		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sell or offer prepared food for consumption on or off premises?*		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sell or offer food or food products intended for off premise preparation?*		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sell live animals or plants?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
* Copy of your Lake County Health Dept. Food Service Permit required.			

The undersigned applicant does hereby state on oath that he or she knows the business to be in compliance with all of the ordinances of the Village of Long Grove and that he or she will continue to comply with the said ordinances as well as keep the property and business in compliance during the period of any license issued or during any time such business is open for business. It is further understood that the applicant is aware of sanitary regulations, sign regulations, lighting regulations, and other such regulations and will comply with these regulations for their property and business. The applicant further understands that they are to make every effort to maintain their business and surrounding area in a clean and litter-free state.

The applicant further agrees that the Primary Business Contact is an agent for the applicant for the purposes of receiving all notices and communications under the Village Licensing requirements. The applicant also agrees and understands that the Village shall not be limited or estopped to serve citations or process upon such persons and in such manner as permitted by law.

The applicant and the applicants' officers, principals, and agents understand and agree to all applicable provisions of the Village of Long Grove Licensing requirements, including the requirement that the applicant shall agree to permit authorized Village Officials to make any necessary inspections to determine whether the applicant-licensee has complied with all regulatory requirements. The applicant further states that the applicant has complied with all applicable federal and state laws and local ordinances applying to the business, occupation or activity sought to be licensed.

I further agree to discharge, release, indemnify and hold harmless the Village of Long Grove, and their employees, agents, representatives, servants, officers, and all co-sponsors from any and all manner of action, suits, product liability, losses, damages or claims including reasonable attorney's fees, whatsoever arising now or in the future, from any loss or damages or claims, to the person or property of the undersigned.

Dated this 22nd day of July, 2012.

Signature(s) of Applicant(s)

Sarah Stoll
Signature

SARAH STOLL
Printed Name

7-22-2012
Date

VICE PRESIDENT
Title

Signature

Printed Name

Date

Title

Provide additional signature sheets if needed.

Before submitting your application, all questions must be answered and the application signed. Please submit your application along with a check made payable to "Star Events" and mail to:

Star Events
1609 W. Belmont Ave., 2nd Floor
Chicago, IL 60657



August 6, 2012

Robert M. and Sarah Stoll
340 Old McHenry Road
Long Grove, IL 60047-8077

Re: Illegal Signage – Banner Signs

Dear Business Owner,

It has recently come to the attention of the Village of Long Grove that “banner” signage has been placed on the exterior of the structure at 340 Old McHenry Road (photos attached). Please be advised that this constitutes a violation of Chapter 5, Chapter of the Village Code, “Sign Regulations” (excerpts follow);

Temporary Banner Signage: One temporary banner is permitted per lot up to a maximum of eighteen (18) square feet in size and can be approved by the Village Planner, or his/her designee. The minimum required setback from the street shall be ten feet (10').

The existing free standing “Going Out of Business” sign located on the Old McHenry Road frontage is also limited to the 18 square feet. The existing sign appears to exceed this maximum. In order to remain at this location this sign must be reduced to 18 square feet in size and be located 10 feet from the Old McHenry Road right-of way.

As the banner signs affixed to the structure and the free standing sign on Old McHenry Road as presently configured are not permissible per the Village Code you are instructed to **remove said signage from the building immediately.** Failure to comply will result in this matter being referred to the Village prosecutor for further action. Please be advised that any future violations of this nature will be forwarded straight to the Village prosecutor for enforcement action.

Feel free to contact me at 847-634-9440 if you have any questions.

Sincerely,

James M. Hogue

James M. Hogue
Village Planner

cc: Village President Rodriguez and Trustees
David Lothspeich, Village Manager



AUG 1 2012

