



# The Wilmette Sidewalk Sale

Festival with live music, kids' entertainment,  
sidewalk sale, artisans/crafters and more!

**Friday & Saturday, July 12-13, 2024**

## VENDOR REGISTRATION FORM

Date \_\_\_\_\_ Name of Business \_\_\_\_\_  
 Contact Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Sales Tax # \_\_\_\_\_  
 Business Phone \_\_\_\_\_ Cell phone \_\_\_\_\_  
 Vehicle you will be driving to Wilmette Sidewalk Sale:  
 Make \_\_\_\_\_ Model \_\_\_\_\_ License Plate \_\_\_\_\_

Retailer  Artist/Crafter  Service Provider  Not-for-Profit

Detailed description of items for sale and/or giveaway including details, e.g. brand names, price range. A Village of Wilmette food service permit application is required if any food is sold or given away, other than prepackaged items.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Chamber Member      Non-Member

Single Space	_____ \$150	_____ \$300 \$275 Early Bird rate before 5/31
Double Space	_____ \$300	_____ \$500-\$475-Early Bird rate before 5/31
Not-for-Profit	_____ \$125	

**Application and Payments are due by Monday, June 17, 2024.**  
**Applications submitted after June 17 require additional \$50 service charge.**

Amount Enclosed \$ \_\_\_\_\_  
 Method of payment:  Check  Credit Card    Credit Card Type:  Visa  Mastercard  Discover  Amex  
 Credit Card number \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVV \_\_\_\_\_  
 Name on Card \_\_\_\_\_ Billing Address \_\_\_\_\_  
 Billing Zip Code \_\_\_\_\_ Authorized signature \_\_\_\_\_

**NO REFUNDS AFTER JULY 1, 2024.** CONFIRMATION AND SPACE ASSIGNMENTS WILL BE SENT THE WEEK PRIOR TO EVENT.  
Return application by **Monday, June 17 with your payment** to the Wilmette/Kenilworth Chamber of Commerce, 351 Linden Avenue, Wilmette, IL 60091 or [info@wilmettekenilworth.com](mailto:info@wilmettekenilworth.com).  
**\$50 additional fee assessed to applications received after June 17.**

**Rain or Shine**

The Wilmette Sidewalk Sale is an outdoor event. Refunds will NOT be given based on inclement weather.

**Vendor Spaces**

Vendors will be placed in spaces in front of existing storefronts, or on the grass in front of Village Hall. Spaces are approximately 10 x 10 ft, enough to accommodate a tent/canopy.

**\*\*\*VENDORS PROVIDE THEIR OWN 10 X 10 TENTS, TABLES & CHAIRS\*\*\***

**Parking**

Vendors must park in specified areas several blocks away from the event.

**Set Up**

Loading for set-up: 7:00 – 8:30 am. Vehicles must be unloaded and off the street by 8:30 am.

**Tear Down**

Tear down of displays begins at 5:00 pm. All merchandise and displays must be removed by 6:00 pm. Cars are not permitted on Central Ave. for vendor tear down until 5:00 pm. There is no storage available.

**Terms and Conditions**

Vendors agree to accept the space and location assigned to them. Vendors may not change spaces/locations.

The Chamber reserves the right to limit the number of spaces assigned to any one vendor.  
The Chamber, in its sole discretion, reserves the right to limit the number of vendors of any single category of product.

The Chamber is an equal opportunity entity and does not discriminate on the basis of race, creed or color.

The Chamber, in its sole discretion, reserves the right to deny or withdraw immediately the participation of any vendor.

Vendors agree to park in designated lots, reserving street parking for customers.

Vendors must haul away their own refuse.

The Chamber does not provide for overnight storage or security.

No vendor will violate any regulation of the Village of Wilmette or any directive of the Village Manager Chamber of Commerce Director or Board Director, Police or Fire Department.

The Chamber reserves the right, at its sole discretion, to prohibit any person or group from distributing leaflets or literature at the Sidewalk Sale.

The use of helium tanks must be pre-approved by the Fire Inspector. Helium tanks must be tightly secured.

Any vendor selling or giving away food must fill out a Village of Wilmette food service permit by June 30, 2024.

**REFUNDS/CANCELATIONS**

The Chamber will work to ensure that all necessary permits and permissions are secured for this event. If this event is canceled at any time or for any reason, including but not limited to order by a government body, an Act of God, or a necessary decision by the Chamber regarding the safety of any or all persons involved or attending the event, the vendor is entitled to a refund not to exceed the amount already paid to the Chamber as a part of this agreement. Should the vendor decide to cancel their participation in the event for any reason, Vendor must inform the Chamber in writing at least 30 days prior to the start of the event in order to receive a refund not to exceed the amount already paid to the Chamber as a part of this agreement. Cancellation by the vendor less than 30 days prior to the start of the event may result in the loss of some or all money already paid to the Chamber as a part of this agreement.

I hereby agree to sell or offer for sale at Wilmette Summer Sizzle only such items as listed on this application. Further, I have read and agree to abide completely by the Wilmette Summer Sizzle rules and regulations in their entirety, and acknowledge full responsibility for all activities conducted throughout the term of this permit. I additionally agree to hold the Wilmette/Kenilworth Chamber of Commerce harmless, and to indemnify the Wilmette/Kenilworth Chamber of Commerce for any and all claims of whatever kind or nature which might be made against the Wilmette/Kenilworth Chamber of Commerce due to my participation in the 2024 Wilmette Sidewalk Sale.

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_