



City of Blue Island
13051 Greenwood Ave
Blue Island, Illinois 60406
www.blueisland.org

APPLICATION FOR BUSINESS LICENSE FOR VENDORS OR CRAFTSMEN SELLING AT BLUE ISLAND

FLOWER SALE & CHALK WALK 2024

This application must be filed with the City of Blue Island prior to the event at which the applicant is scheduled to participate.

- 1) Name of Applicant: _____
- 2) Business or Trade Name: _____
- 3) Mailing Address: _____
- 4) Email Address: _____
- 5) Telephone Number: _____
- 6) Social Media Pages: _____
- 7) Name of Event: **FLOWER SALE & CHALK WALK**
- 8) Set up Time & Location: Saturday 8:00 am (set up)
- 9) Date & Time Participating in Event: Saturday May 11, 18 & 25th
- 10) The cost is \$15.00

Applicant Requirements: No business will be allowed to participate if the same has any open or current building code or local ordinance violations. No business will be allowed to participate if such business is indebted to the City for any utility, fines or fees.

I certify that I am an authorized agent of the above named business and said business meets the requirements for participation in the event as stated in this application.

Signature of Applicant: _____

*Please submit this Application to the City Clerk's Office at Blue Island City Hall or by email to rzylman@cityofblueisland.org. Questions? Call the Clerk's Office at (708) 597-8603.

To be completed by Event Organizer

Date: _____

Signature: _____



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info@cityofblueisland.org

Flower Sale & Chalk Walk Vendor Application 2024

The sooner you sign up; the better chance you may have getting your spot.

APPLICATION PROCESS: We accept food & local vendors until the events are full. This is the application; it does not guarantee acceptance. You will be notified of your status within 1-7 business days of us receiving the completed application. Once accepted, you will receive an acceptance email asking for your **health certifications (if applicable), insurance paperwork, and vendor fee** for the event.

WHAT WE PROVIDE: a 10ft x 10ft health department approved space.

BEVERAGE POLICY: Non-Alcoholic beverages can be sold.

INSURANCE REQUIREMENTS: All food & local vendors participating in these events must have \$1,000,000 of liability insurance per event. Upon acceptance, you will be forwarded additional information regarding insurance requirements for the specific event. You will be required to name City of Blue Island as additional insured. We must receive your certificate of insurance prior to the event.

GREASE/TRASH: No grease or gray water is to be poured onto the ground or down any drains. Anyone found doing this will be asked to leave the event & your deposit will be forfeited. You will be responsible for any & all environmental cleanup costs. Trash: Vendors are responsible to properly bag trash within your sales location. Our clean-up crew will collect properly bagged trash from your space.

Fee: Flat Rate for vendors of **\$15**, and free of charge for non-profit organizations. Non-Profits must submit a copy of their 501(c)(3) with the application and, must also have a copy on hand at the event.