



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 Village of Long Grove:

Sherry Shlagman
Village of Long Grove
3110 RFD
Long Grove, IL 60047
847-634-9440
Fax: 847-634-9408
sshlagman@longgroveil.gov

Submittal Date: 5-14-20 Date Received:

EVENT INFORMATION Drive IN
Event Name & Location(s): Movie Night at Woodfire Tavern
Description/Type of Event: Use front east lot for Drive-in
Movie Night
Event Date: FRIDAY + Saturday Nights Hours: 9 PM to 11 PM

Set Up for Event Dismantling of Event
Date: Hours: 7 PM to 8 PM
Date: Hours: 11 PM to 11:30 PM
Estimated Number of Attendees: 40-50 Estimated Number of Vendors: 2
CAAS

Sponsoring Organization: Woodfire Tavern
Street Address: 4868 IL Route 83
City: Long Grove State: IL Zip Code: 60047
Phone Number: 847-478-1160 Fax Number:
Contact Person: Bill Feldgischer Phone Number: 847-478-1160
E-mail Address: Woodfiretavern@gmail.com

VILLAGE OF LONG GROVE
3110 Old McHenry Road
Long Grove, IL 60047
847-634-9440
www.longgroveil.gov

**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 Historic Downtown Long Grove Business Association 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. *(Attached)*
- 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  | <u>0</u>         | Hours | _____ | to | _____ |
| B. Traffic officers   | <u>0</u>         | Hours | _____ | to | _____ |
| C. Parking Assistants | <u>OUR STAFF</u> | 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         | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| B. Temporary Signs | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> 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):

|  |  |  |
|--|--|--|
| <input type="checkbox"/> Newspapers      | <input type="checkbox"/> Cable T.V.      | <input checked="" type="checkbox"/> Internet |
| <input type="checkbox"/> Newsletters     | <input type="checkbox"/> Commercial T.V. | <input type="checkbox"/> Radio               |
| <input type="checkbox"/> Direct Mailings | <input type="checkbox"/> Trade Magazines | <input type="checkbox"/> Other (specify)     |

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

*The screen is an inflatable with AIR PUMP.*

*The projector is a small 4000 LUMIN that requires 120V Power Extension Cord.*

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9. Services provided at event:

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

10. Provide a list of all vendors and their Illinois sales tax identification number. *N/A*  
 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. *N/A*

12. Raffle – Submit “Application for License to Conduct Raffle.” Raffle must be approved by the Village Board prior to the event.\* *N/A*

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](http://www.illinois.gov/license.cfm).\***

*I believe that our existing liquor license is sufficient for this use.*

\* 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 <http://www.longgroveil.gov>. Applications can be found under the heading “Forms” on the home page.

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.



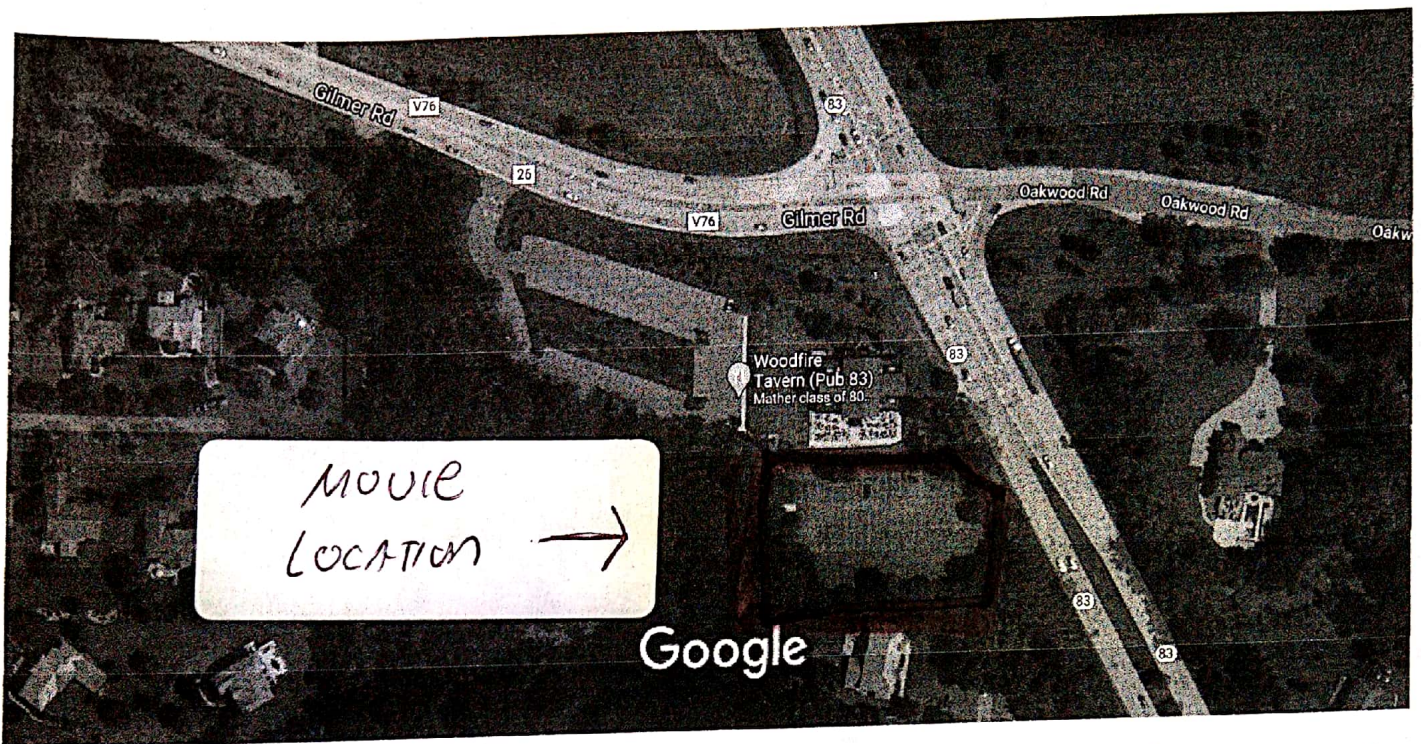
Signature of Applicant

5-15-20

Date

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# Google Maps



Imagery ©2020 Maxar Technologies, U.S. Geological Survey, USDA Farm Service Agency, Map data ©2020

100 ft

- ONLY ~~to~~ USING Front Main east lot
- Guest will use Restroom in the Building
- Guest will stay in their cars.
- Sound will Broadcast RF into vehicle
- Our Servers will wear PPE and taking Orders so guests stay in their vehicle



Bill Feldgreber <billfeldgreber@gmail.com>

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## Movie Night

1 message

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George Sellis <GSellis73@hotmail.com>

Thu, May 14, 2020 at 4:23 PM

To: Bill Feldgreber <billfeldgreber@gmail.com>

I was asked George Sellis if Pub 83/Woodfire Tavern to prominent them to have a drive in movie night. I George Callas have no problem with them doing there movie night as many as they would like. I think during these hard time being open to new ideas is a good thing to help generate business

Thank You  
George Callas