



# SPECIAL EVENT SHORT APPLICATION

**FOR OFFICE USE ONLY**

Site Plan

Event Application

Property Owner Permission

Insurance Certificate

Please complete this form in its entirety.

Applications should be mailed, faxed or e-mailed to the Village of Long Grove:

Sherry Shlagman  
 Village of Long Grove  
 847-634-9440  
 Fax: 847-634-9408  
 sshlagman@longgroveil.gov

RECEIVED

FEB 03 2021

VILLAGE OF LONG GROVE

Submittal Date: Feb 2021 Date Received: \_\_\_\_\_

### EVENT INFORMATION

Event Name & Location(s): "Events Calendar" @ Fred Astaire Dance Studio

Description/Type of Event: These will be public events held at Fred Astaire Dance Studio

Event Date: April 24 May 1, 8, 22 June 5, 26 Hours: 12:00pm to 10:00pm

Set Up for Event July 10, 17, 24 Aug. 21, 28 Sep. 4, 11 Dismantling of Event

Date The Day of Date: The Day of

Hours: 10:00am to 12:00pm Hours: 10:00pm to 11:00pm

Estimated Number of Attendees: 100

Organization: Metro North, Inc.

Street Address: 342 Old McKenny Rd.

City: Long Grove State: IL Zip Code: 60047

Phone Number: 847-848-4768 Fax Number: \_\_\_\_\_

Contact Person: Jesse DeSoto Phone Number: \_\_\_\_\_

E-mail Address: desotojesse@gmail.com

Include with this application the following:

1. A site plan of all areas covered by the event. On the plan, mark the location of tables, chairs, sanitary facilities and auxiliary parking lots (if applicable).
2. Written permission from property owners.
3. Certificate of insurance naming the Village of Long Grove as additionally insured.
4. Indicate areas of the roadway and/or parking that will need to be closed and barricaded/

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

5. If you plan on Banners of Temporary Signs please provide a design, location, time to be posted, and written permission of the owner(s) where these items will be posted.
6. Please provide specifics as to the use of any displays, music, etc.
7. Services provided at event:

Service	Contact Name	Company	Address	Phone Number
Sanitation/Portable Restrooms	Coleen	Floods Royal Flush		888-358-7404
Waste Disposal/Garbage	Wheely Transfer Station	Waste Management	380 Sumner Rd. Wheeling, IL 60090	846-570-4702
Tents				
Music	In-House		342 Old McHenry Rd.	224-239-0912
Other				

8. Food – Allowed per existing Lake County Health Department License and their requirements.
9. Liquor – Allowed per existing Village of Long Grove and State Liquor License.

All the information provided for this application is accurate to the best of my knowledge. Please read this form carefully and be aware that in submitting this application and hosting this event you will be waiving and releasing all claims arising out of this event. In consideration of the Village of Long Grove allowing this event, I agree as follows:

### ACKNOWLEDGEMENT/ASSUMPTION OF RISK OF INJURY

I have fully informed myself of all the details of the event 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 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 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 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



Date

08/11/21

# Metro North Inc.

I, Jesse DeSoto, do hereby give permission for my property (Fred Astaire Dance Studios-Long Grove) to be utilized for events on the following dates of the year 2021:

April: 24

May: 1, 8, 22

June: 5, 26

July 10, 17, 24

August: 21, 28

September: 4, 11

October 2, 16, 23

November: 13, 27

A handwritten signature in black ink is written over a solid horizontal line. The signature is stylized and appears to be 'Jesse DeSoto'.

# **Displays, Music, Etc.**

There will not be any Banners or Temporary Signs needed.

Music: We will have music playing at a controlled volume. Music will stop at 10:00pm each night.

# Key

- Areas covered by the event
- Chairs
- Sanitary Facilities
- Auxiliary Parking
- ↔ Flow of people
- ▭ Trailer Stage
- Speakers





**No areas of the roadways or parking to be closed.**

Rivellino School of Art

Fred Astaire Long Grove

Buffalo Creek

