

Marengo-Union Chamber of Commerce  
Sidewalk Sales  
July 20, 21 & 22 - 2023

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\*\*\*\* Please respond by July 14, 2023 so we can include you on the map \*\*\*\*

### Participation Guidelines

The Marengo-Union Chamber of Commerce is pleased to present this year's Downtown Marengo's Sidewalk Sales on Thursday, Friday and Saturday, July 20, 21 & 22, 2023. The event takes place on State Street, and surrounding streets from 9AM to 6PM, rain or shine.

- Participants may begin daily setup 7:15 AM, to be completed no later than 8:45 AM. All displays must be taken down and removed each night by 7 PM.
- You can designate your day & time. (please list)
- Each participant will be assigned the allotted space in front of their business. You may use neighboring businesses sidewalk area ONLY if permission is granted from that business.
- Participants must provide their own tables, tents, chairs and all accessories for their displays.
- All participants are asked to be respectful of resident Main Street shops and restaurants as they set up and conduct business.
- While State Street is open to regular vehicular traffic, a navigable 4-6' corridor must be maintained at all times for handicap accessibility. Displays extending too far into the street or obstructing curbs or fire hydrants will not be allowed.
- It is the responsibility of all businesses to provide liability insurance.

**PARKING:** Parking will be available in either city lot, side streets or downtown.

**Staff** – Please do NOT contact City Hall with questions. Contact the Marengo-Union Chamber of Commerce at 815-568-6680 or 779-901-8101. Email: [chamber@marengo-union.com](mailto:chamber@marengo-union.com)

**Permits:** The City has waived any permit for Sidewalk Sales only. Any food truck present, must have a current food permit from the McHenry County Department of Health, and the City of Marengo if applicable.

**Participation cost:**

- Chamber Member – no charge
- Non Member - \$50.00 (3 day event)

**Advertising/promotions:** The Marengo-Union Chamber of Commerce will advertise your business participating in the Sidewalk Sales. We encourage restaurants to have a “special” for those days.

Please demonstrate your “Shop Local” support by joining us.

# Marengo-Union Chamber of Commerce

Sidewalk Sales reservation/participation form

July 20, 21 & 22 - 2023

\_\_\_\_\_ **YES**, We plan to participate in the 2023 Marengo Sidewalk Sales.

I will participate \_\_\_\_\_ Thursday \_\_\_\_\_ Friday \_\_\_\_\_ Saturday

Please list your hours: \_\_\_\_\_

\_\_\_\_\_ I am a retail store

\_\_\_\_\_ I will participate, however I will keep my merchandise inside.

\_\_\_\_\_ I am a restaurant/tavern owner and will offer specials

My specials will be: \_\_\_\_\_

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\_\_\_\_\_ **NO**, I will NOT be participating

\_\_\_\_\_ **NO**, I will not be participating, but authorize another business to use the space in front of my business. (We will contact you with details)

Business name: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Contact name: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Signature of business owner or Rep: \_\_\_\_\_

Please fill out this form and return it to: The Marengo-Union Chamber of Commerce, 116 S. State St.  
Mail, fax, email, drop off **NO LATER than July 14, 2023 (so we can include you on the map)**