

APPLICATION CHECK LIST

____ Application, fully completed

____ I have read the "Logan Square Farmers Market 2017 - 18 Rules and Guidelines"

____ *\$50 non-refundable application fee

____ *\$50 non-refundable late fee, if submitted after October 15, 2017

*(Please make checks payable to Logan Square Chamber of Commerce)

____ Current Copy of Certificate of Liability Insurance (If accepted you will need to re-submit the Insurance with Logan Square Chamber and DDMB 2 LLC as named additional insureds by October 29, 2017.)

____ Signed Affidavit

If Applicable:

____ Certificates from any 3rd party certifying agencies

____ Additional Product List

____ Health Department Permit and/or certifications

____ Health Inspection (within last six months*) (Prepared food vendors only)

____ Copies of applicable licenses and sanitation certificates

____ Additional sheets and pages

*note that the City of Chicago will require an inspection dated no more than 6 months prior to the start of the Market, i.e., after July 1, 2017. A more recent inspection is preferred.

Please send completed application, supporting documents and a check made payable to Logan Square Chamber of Commerce as soon as possible. Preference will be given to those applications received no later than October 15th, 2017.

Logan Square Chamber of Commerce

3147 Logan Blvd, Suite 12, Chicago IL, 60647

phone 773-489-3222 fax 773-489-3760

All questions and inquiries should be addressed to both:

LSFM Special Projects Manager, Whitney Richardson: whitney@loganchamber.org

LSFM Operations Manager, Rosie Fitz: rosie@loganchamber.org

cc'd to:

Paul Levin, Executive Director, email: paul@loganchamber.org