



Village of Hampshire
234 S. State Street, Hampshire, IL 60140
Phone: 847-683-2181 ▪ www.hampshireil.org

Rules for Sales Promotional Event

From subsection 3-1-6(P) of the Village Code:

- The applicant for such permit shall complete a proper application form (attached), and file same with the Village Clerk, not less than thirty (30) days prior to the date of issuance of the permit.
- Any sales promotional event permitted under this subsection shall take place only indoors and within the hours of operation otherwise permitted to the license holder.
- No license holder shall be entitled to more than six (6) permits for a sales promotional event in any one calendar year, and not more than one in any calendar month.
- Duration of an event is not to exceed three (3) hours on any one day.
- Entertainment shall be allowed in the establishment and/or on the premises of the license holder during any sales promotional event, but the acceptability of any such entertainment shall be subject to review by and approval of the Liquor Commission.
- An appropriate certificate of insurance, covering the dispensing of alcoholic beverages for consumption on site, must be filed with the Village Clerk.
- Any person or persons who will be dispensing alcoholic beverages during the special event shall apply for a bartender permit and shall pay the applicable bartender license fee to the Village prior to the event, unless otherwise excused by the Liquor Commission.
- The Liquor Commission may impose such other conditions and/or restrictions on any permit for a sales promotional event as it deems reasonable or necessary.



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Application for Sales Promotional Event

Date of Application: _____

Name of Business: _____

Address of Event: _____

Contact Person: _____ Phone: _____

Email: _____

Class of Liquor License: _____

Date of Event: _____ Hours: _____

Sponsor/Participating Vendor (Company) _____

Entertainment: _____ Yes _____ No

Description of Entertainment: _____

Village Use Only

Receipt of Application and Certificate of Insurance: _____

Village Clerk's Signature

Liquor Commission Approval:

Date of Approval

Liquor Commissioner Signature

Village Clerk's Signature