



**Village of Lake Bluff
Private Sale Permit Application**



Attached is the Private Sale Permit Application commonly used for garage, house and rummage sales and other similar events. Complete, sign, and submit the application to the Lake Bluff Police Department no later than 48 hours prior to conducting the sale. Please know Private Sales Permits may contain conditions addressing parking, public safety and the impact of the sale on neighboring properties. As such, the Police Department may require the Applicant to post “no parking” signs. These signs require a refundable \$50 deposit. Commercial or other for-profit establishments are not eligible for Private Sale Permits.

APPLICANT INFORMATION:

Name / Organization: _____

Address(es): _____

Phone Number: _____

Date of Sale: _____ to _____

Hours: _____ to _____

Driver’s License #: _____

PRIVATE SALE RULES & REGULATIONS:

Duration: no more than two sales per any 12 month period and any one sale not to exceed three consecutive days.
Permitted Hours: Mon – Fri, 7:00 am - 7:00 pm, Sat, 8:00 am - 6:00 pm and Sun, 9:00 am - 5:00 pm.
All Signs: posted no more than 4 days and shall not obstruct vehicular or pedestrian site lines.

Onsite Signage Permitted:

- One 3 sq. ft. sign to be placed on the private property where the sale is to take place.
- On a corner lot, two 3 sq. ft. signs are permitted on the property – one sign facing each side of the street.

Offsite Signage Permitted:

- Two 3 sq. ft. signs to be placed in the public parkway only at local intersections.
- Signs shall be staked in the ground and not attached to any public property (street light, tree, fire hydrant, etc.).
- Signs shall only contain the hours, address, days and directional arrow.
- Signs shall NOT be placed: (i) in the middle grass island of E. Center Avenue, (ii) the intersection of IL Rt. 176 and Green Bay Road and (iii) the McKinley and E. Sheridan Road intersection.

The Village reserves the right to remove all signs improperly placed. Such signs will be held at Village Hall and discarded within seven days if not claimed by the owner.

I, the resident or agent of the institution conducting the Private sale, has read and fully understands the Village’s Private Sale regulations outlined on this application form and in Title 10 of the Village’s Municipal Code.

Applicant’s Signature _____

Date _____

Permit No. _____

Village Official Initials & Date _____