



CITY OF CHICAGO
 Department of Transportation
 121 North La Salle Street, City Hall - Room #905
 Chicago, Illinois 60602
 Tel: 312-744-4652 Fax: 312-744-4627



DATA COLLECTION FORM FOR A PERMIT TO HOLD A BLOCK PARTY
(Recreational Street Closing)

Date of Application: _____ Ward: _____

Please note: A block party permit cannot be used to close any thoroughway of Federal Aid Urban Street, to close a street with a bus route, to close any street prior to 8:00 A.M. or past 10:00 P.M., to close any street for more then one (1) day in succession, or to close any street for commercial purposes.

Applicant Information:

Permit Issued to: _____

Address: _____ Telephone No.: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Emergency Contacts:

Name: _____

Address: _____ Telephone No.: _____

City: _____ State: _____ Zip Code: _____

Please answer the following questions:

Even Location (i.e., State Street from 1100 N. to 1199 N.) – request can only be one (1) block long (street intersection to street intersection).

Street: _____ From: _____ To: _____

Purpose: _____

What is the date of the event: _____ Start time: _____ End time: _____

For a block party to be approved and issued by the Chicago Department of Transportation the permit request must be entered by the Aldermanic Office in which the block party is taking place in the Service Request (CSR) system.

Entry of the request constitutes the Aldermanic request for a recreational street closing in accordance with the provisions of Section 9-12-040 of the Municipal Code of the City of Chicago.



In an effort to keep our streets clean and safe, the following guidelines are immediately in affect.

Initials

- _____ Missing phone numbers or emails on form will be rejected.
- _____ NO Alcohol or Drug use on the public way.
- _____ Block Parties are public events and permits will not be issued for personal events (i.e., Birthdays, Graduation Party, etc.)
- _____ PARTIES WILL END AT 8:00 PM (Upon approval, ending time may change)
- _____ 65% of all residents must sign the petition (one signature per household in the case of apartment buildings).
- _____ Alderman’s office cannot grant “NO PARKING” signs.
- _____ Applicants may ask neighbors to remove their cars; however, the city does not require nor enforce it.
- _____ NO vehicles are allowed to park at the end of the block.

PLEASE NOTE THAT ANY FALSIFICATION ON NAMES, SIGNATURES, AND ADDRESS WITHOUT CONSENT FROM THE RESIDENT WILL RESULT IN IMMEDIATE DENIAL INDEFINITELY AND WILL NOT BE ABLE TO APPLY FOR FUTURE BLOCK PARTIES.

DISCLAIMER:

Block party permits will no longer be issued to community organizations for special events. A special event application will be needed for submission at least 60 days prior to the event. Application can be obtained at your Alderman’s office or at www.cityofchicago.org/specialevents. Jumping Jacks are not included in the application.

Print Name : _____ Date : _____

Signature : _____ Date : _____

Approval Signature Required : _____

Dates and times available to meet : _____

Petition for a Recreational Street Closing (25th Ward)

Petition to hold a block party on _____ 2023 on the _____ block of _____ street/place/avenue

	Name/Nombre	Signature/Firma	Address/Domicilio	Phone/Telefono	Email/Correo Electronico
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We the residents will be responsible for the cleanup and safety of the block for the day of our event requested.

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