



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 throughway 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 than one (1) day in succession, or to close any street for commercial purposes.*

**Applicant Information:**

Permit issued to: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone no.: \_\_\_\_\_

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

**Emergency Contact:**

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone no.: \_\_\_\_\_

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

**Additional information:**

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

Street: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Purpose: \_\_\_\_\_

Date of 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 provision of:

**Section 9-12-040 of the Municipal Code of the City of Chicago.**





**Request for Mounted Unit Attendance**  
Chicago Police Department  
Special Functions Group - Unit 141  
Attn: Assistance Deputy Superintendent  
3510 South Michigan Avenue - 4th Floor  
Chicago, IL 60653

Fill this application out to request the Chicago Police Department Mounted Unit to be present at a special event. Their appearance will be subject to availability.

Event:

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Date of Event:

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Time of Event:

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Location:

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Contact Person:

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Address:

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Phone:

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Fax: 312.747.5395



## Block Party Canine Request

Alderwoman Ruth Cruz  
30th Ward

Today's Date: \_\_\_\_\_

Chicago Police Department

Attn: Canine Unit 153

3340 W. Fillmore St.

Chicago, IL 60624

Fax: 312.746.7282

To Whom It May Concern:

This is to request a Chicago Police Department canine demonstration for the following:

Block party location: \_\_\_\_\_

Date of block party: \_\_\_\_\_

**From:** \_\_\_\_\_ am/pm **To:** \_\_\_\_\_ am/pm

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

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

Contact email: \_\_\_\_\_







## CHICAGO FIRE DEPARTMENT

Office of Special Events  
3510 S. Michigan Ave., 2nd Flr.  
Chicago, IL 60653  
Fax: 312-745-3679  
Fire-specialevents@cityofchicago.org

**ATTN: Chief Curtis Hudson**  
**Coordinator of Special Events**

**I am requesting a C.F.D. fire engine or truck at the following event:**

TYPE OF EVENT: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

CONTACT PERSON'S NAME: \_\_\_\_\_

CONTACT PERSON'S NUMBER: \_\_\_\_\_

\*ALDERMANIC WARD: \_\_\_\_\_

\* NOTE: ALDERMANIC WARD MUST BE COMPLETED

I/we understand all C.F.D. equipment is considered "in-service," meaning if an emergency occurs, it will take priority and the C.F.D. will respond to the incident.

The C.F.D. will NOT turn on fire hydrants or give rides.

Confirmations for block parties can no longer be provided. The C.F.D. will make every attempt to honor all Block Party or Special Event requests.

Requests MUST be submitted in a timely fashion and failure to do so may result in the inability to secure a fire engine or truck.



# HAVING A BLOCK PARTY THIS SUMMER?

**SIGN UP FOR THE FREE JUMPING JACK  
PROGRAM!**

**FIRST COME, FIRST SERVE - APPLY ASAP**

**MORE INFORMATION:**

**Applications open  
April 15th!**

**CONTACT THE 30TH WARD OFFICE:  
[ward30@cityofchicago.org](mailto:ward30@cityofchicago.org)**



**[bit.ly/JumpingJackInfo](https://bit.ly/JumpingJackInfo)**