



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.

30th Ward Block Party Procedures – Updated

Summer is almost here, and with it comes block party season! As always, safety and community building are our top priorities. Please review the updated guidelines for hosting a block party in the 30th Ward.

New Policy: Streamlined Process for Returning Applicants

If your block has held block parties for two consecutive years with no complaints from police or neighbors, you no longer need to submit a petition with signatures. Instead, attach a copy of the flyer you'll be sharing with your neighbors to your application. This process will remain available only if there are no future complaints.

Block Party Guidelines (All Applicants)

- Not for Private Events: Block parties must be open to the entire block and include activities for youth and neighbors. Private or invite-only events will not be approved.
- Street Closure Requirements:
 - If this is your first or second year applying, you must submit a petition with signatures from at least 65% of households on your block (include date, names, signatures, addresses, and phone numbers).
 - Include households on both sides of the street.
- Party Hours: Permitted from 9:00 AM to 10:00 PM only.
- Alcohol Prohibited: No alcohol is allowed on the street. Events will be shut down if this rule is violated.
- Clean-Up: The street must be cleaned at the end of the party.
- Complaints: Previous complaints may result in your application being denied.

Failure to follow these guidelines may result in denial of future permits.

Applicant (Printed name)	Address	Phone
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Signature	Date
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Alderwoman Signature





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:

Date of Event:

Time of Event:

Location:

Contact Person:

Address:

Phone:

Fax: 312.747.5395



CHICAGO FIRE DEPARTMENT

Office of Special Events

3510 S. Michigan Ave., 2nd Flr. Chicago, IL 60653

Email request to: Fire-specialevents@cityofchicago.org

Please submit this form to Fire-specialevents@cityofchicago.org only. We want to make sure we book your special event! Thank you and have a wonderful event!

I am requesting a C.F.D. Presence.

TYPE OF EVENT: _____

IF SCHOOL EVENT, APPROXIMATE AGE OF CHILDREN: _____

DATE: _____

TIME: _____

LOCATION: _____

CONTACT PERSON: _____

CONTACT NUMBER: _____

CONTACT E-MAIL: _____

*ALDERMANIC WARD: _____ (Must be completed)

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 at least 14 days prior to the event. Failure to do so may result in the inability to schedule the tour.



HAVING A BLOCK PARTY THIS SUMMER?

SIGN UP FOR THE FREE JUMPING JACK PROGRAM!

**FREE ON SATURDAYS AND SUNDAYS FROM SATURDAY,
MAY 23 THROUGH SUNDAY, SEPTEMBER 7, 2026.**

FIRST COME, FIRST SERVE

**APPLICATION
OPENS APRIL 15
AT 9AM!**

SIGN UP!



bit.ly/ChiJumpingJack2026