



APPLICATION / PERMIT FOR USE OF
PUBLIC RIGHTS OF WAY
Tag Days

No. _____

1. Name of Organization: _____
2. Name of Applicant: _____
3. Address of Organization: _____
4. Business Phone: _____ 5. Fax Number: _____
6. Email: _____
7. Name and phone number of the person who will oversee the activity for which permit is requested:

8. Exact use for which permit is requested: _____
9. Date(s) of event: _____ Hours of event: From _____ to _____
Note: Soliciting is only allowed on Friday and Saturdays between 7:00 a.m. and 5:00 p.m. April 1st through September 30th; and between 7:00 a.m. and 4:00 p.m. October 1st through November 30th
10. Location for which such permit is requested:
 Cedar Rd. & Illinois Hwy Other _____
11. The organization requesting the permit is registered with the Attorney General as a charitable organization: _____ Yes _____ No
12. The organization requesting the permit is engaged in a statewide fund-raising activity: _____ Yes _____ No

Applicant's Signature

Date

- Attach certificate of insurance coverage in the amount of \$1,000,000 for any individual and \$2,000,000 for any occurrence. Said coverage shall name the Village of New Lenox as an additional insured (not a certificate holder).
 - Signed Village of New Lenox Hold-Harmless Agreement.
 - Attach current letter of good standing from the Attorney General's Office.
- ✓ Only one soliciting permit shall be issued by the Village of New Lenox per weekend.
 - ✓ The Organization requesting the soliciting permit shall be liable for any injuries to any persons during the soliciting which is casually related to an act of the soliciting agent.
 - ✓ Any person engaged in the act of soliciting shall be sixteen (16) years of age or more.
 - ✓ Any person engaged in the act of soliciting shall wear a high visibility vest.
 - ✓ The organization requesting the soliciting permit shall be issued only one soliciting permit per calendar year.

FOR OFFICE USE ONLY

_____ Approved

_____ Denied

Chief of Police or Designee

Date