



Park District Of Oak Park

GENERAL USE PERMIT APPLICATION

218 Madison St
Oak Park, IL 60302
(708) 725-2721 (info)
(708) 383-5702 (fax)
permits@oakparkparks.com
www.oakparkparks.com

INSTRUCTIONS: Please complete and submit this application for review to the location listed above at least 3 weeks prior to the date of your event. Incomplete applications will be denied.

PLEASE NOTE: This form is a "request" and does not serve as the actual permit. All applications must be approved by the Park District. Once approved, you will receive a copy of your approved permit application via e-mail. You can expect to receive a response regarding your application within 10 business days after it has been submitted. Park District of Oak Park begins accepting permit applications on April 1 for events

APPLICANT INFORMATION

EVENT CONTACT		ORGANIZATION /GROUP NAME (if applicable)	
STREET ADDRESS			
CITY		STATE	ZIP
DAYTIME PHONE	FAX	CELL PHONE	
E-MAIL ADDRESS		SIGNATURE (By signing below, I agree to follow Park District Rules & Regulations Governing Uses of Park Facilities.)	

LOCATION REQUEST

FIRST CHOICE	PARK REQUESTED	EVENT DATE	EVENT TIME
SECOND CHOICE	PARK REQUESTED	EVENT DATE	EVENT TIME
THIRD CHOICE	PARK REQUESTED	EVENT DATE	EVENT TIME

EVENT INFORMATION

TYPE OF ACTIVITY	NUMBER OF INDIVIDUALS ATTENDING
EVENT DESCRIPTION (Provide a detailed description of your event, including any equipment such that will be brought in. Documents with this information may be attached.)	

FOR OFFICE USE ONLY

Received by: _____	on: _____	at: _____	Reservation #: _____	Confirmation Sent: _____	{ NOT VALID WITHOUT STAMP }
<small>(Initials)</small>	<small>(Date)</small>	<small>(Time)</small>		<small>(Date)</small>	