

CITY OF LOCKPORT

TAG DAY & STREET SOLICITATION APPLICATION



Office of the City Clerk
222 E. 9th Street/3rd Floor
Lockport, Illinois 60441
Office: 815-838-0549 Fax: 815-838-9498
Website: www.cityoflockport.net

This application pertains to any organization which desires to conduct a Tag Day within the City shall make application to the City Clerk Office for a Tag Day permit. Tag days may be conducted subject to the following regulations: Tag Day permits shall only be issued to charitable organizations registered with the Office of the Attorney General of the State of Illinois; Not more than one Tag Day permit may be issued for any given day, except in the month of December, where two permits may be issued for any given day; Tag days are given on a first come, first serve basis; A Tag Day permit shall be valid for not more than seven days; An organization may not be issued more than two tag day permits in a calendar year. No Tag day may be conducted without first having obtained a Tag Day Permit.

This application also pertains to Street Solicitation Permits. Any organization which desires to conduct a tag day on public streets within the City shall make application to the City Clerk's Office for a Street Solicitation permit. Street solicitation days may be conducted subject to the following regulations: Street Solicitation permits shall only be issued to charitable organizations registered with the Office of the Attorney General of the State of Illinois; Not more than one Street Solicitation permit may be issued for a given location on any given day; No Street solicitation may be conducted at a location not approved in the Street Solicitation permit; Street solicitations are prohibited between dusk and dawn; No organization may receive more than two (2) Street Solicitation permits in one calendar year; All persons engaged in street solicitation must be at least sixteen (16) years old and shall wear a high visibility vest; Street solicitation shall be allowed only at intersections where all traffic is required to come to a complete stop; Street solicitors may not solicit from occupant(s) of any vehicle which has a green light; All organizations which are issued Street Solicitation permits shall be liable for any injuries to any person or property during the solicitation, which injury is caused related to an act or ordinary negligence of the soliciting agency. No street solicitation may be conducted without having first obtained a Street Solicitation permit.

**APPLICATION FOR INDIVIDUAL ORGANIZATION
"TAG DAY" AND/OR "STREET SOLICITATION"
OFFICE OF THE CITY CLERK
LOCKPORT, ILLINOIS 60441**

PLEASE PRINT

1. FULL NAME OF CHARITABLE ORGANIZATION: _____

2. ADDRESS OF CHARITABLE ORGANIZATION: _____

**3. NAME, ADDRESS, & PHONE NO. OF PERSON FILING APPLICATION FOR THE
CHARITABLE ORGANIZATION:**

4. IF MERCHANDISE, FOOD, OR GOODS ARE TO BE SOLD OR GIVEN, WHAT KIND?:

**5. NAME, ADDRESS, & PHONE NO. OF PERSON TO CONTACT WITH THE
ORGANIZATION:**

6. THE NAME OF ALL CITIES, VILLAGES, OR TOWNS WHERE ORGANIZATION HAS ENGAGED IN TAG DAYS (WITHIN THE LAST TWO (2) YEARS):

7. HAS YOUR ORGANIZATION EVER HAD A TAG DAY PERMIT REVOKED?: _____

REASON: _____

8. DATES REQUESTED FOR TAG DAY IN ORDER OF PREFERENCE:

1ST Preference _____

2nd Preference _____

3rd Preference _____

9. IF YOU ARE REQUESTING TO TAG AT STREET INTERSECTIONS, PLEASE SPECIFY WHAT INTERSECTIONS:

PLEASE NOTE: TAG DAY REQUESTS ARE SCHEDULED ON A FIRST COME FIRST SERVE BASIS. REMINDER: NOT MORE THAN TWO (2) TAG DAY PERMITS A YEAR, EACH FOR A SEVEN (7) DAY PERIOD.

ALSO NOTE: YOU NEED TO OBTAIN PERMISSION FROM THE STORES BEFORE YOU CAN HAVE A TAG DAY ON THEIR PROPERTY. (YOU CAN TAG AT MORE THAN ONE STORE ON YOUR SCHEDULED DAY)

STATE OF ILLINOIS)
) SS
COUNTY OF WILL)

I, _____, being duly sworn, deposes and
 (Applicant Print Name)

says that he/she is making the foregoing application; That the answers to the
foregoing questions and other statements contained therein are true of his/her own
knowledge and belief.

Applicant's Signature / Date

Witness / Date

NOTE: If this Application is not signed by the Applicant and Witness, the application will
be returned to the Applicant – therefore, delaying the permit process.

RETURN COMPLETED APPLICATION TO: Donna Tadey – dtadey@lockport.org

++++
(Office Use Only)

Permit No. _____

Date Issued: _____

Date of Requests: _____

Approved by: _____