



Office of the Chicago City  
Clerk



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Office of the City Clerk

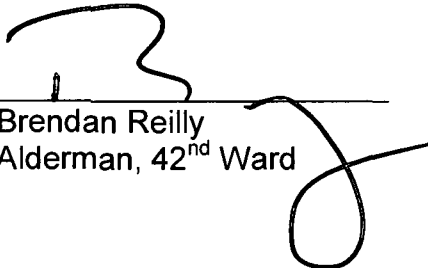
City Council Document Tracking Sheet

<b>Meeting Date:</b>	7/28/2011
<b>Sponsor(s):</b>	Reilly, Brendan (42)
<b>Type:</b>	Order
<b>Title:</b>	Issuance of Special Event License(s) and/or Permit(s) for 6th Annual Chicago Sister Cities International Festival
<b>Committee(s) Assignment:</b>	Committee on Special Events, Cultural Affairs and Recreation

Committee on Special Events, Cultural Affairs and Recreation  
City Council Meeting July 28, 2011  
Alderman Brendan Reilly, 42<sup>nd</sup> Ward  
Special Event Fee Waiver

**ORDERED**, That the Director of Revenue is hereby authorized and directed to issue the following licenses and permits, free of charge to Chicago Sister Cities International, for the special event "6<sup>th</sup> Annual Chicago Sister Cities International Festival" scheduled to take place on August 8 through August 12, 2011 between the hours of 10:30a.m. and 3:30p.m. at Daley Plaza, 50 West Washington Street.

**Tent and Canopy Permits, Itinerant Merchant License Fees and Temporary Food Vendor Licenses Fees, Special Event Permit, Street Closure Permit, and all other permits and fees related to this event**



Brendan Reilly  
Alderman, 42<sup>nd</sup> Ward

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MAYOR'S OFFICE OF SPECIAL EVENTS

SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL & SUBMITTED 45 CALENDAR DAYS PRIOR TO THE EVENT

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

ALDERMAN Reilly WARD 42nd

GENERAL EVENT INFORMATION

Name of Event: 6th Annual Chicago Sister Cities International Festival. First time event? No.

Exact Street Address of Event - NO GROVES OR INTERSECTIONS: Richard J. Daley Plaza - 50 West Washington Street, Chicago, Illinois 60602

Date(s) of Event: August 8 - 12, 2011. Hours of Event: 10:30 am to 3:30pm. Step-off time: N/A

Phone number/website for publication: (312) 744-8074 / www.chicagosistercities.com. Estimated attendance: 2,000 daily. Last years actual attendance: 2,000 daily

Describe the events community and/or cultural benefit: Festival featuring local restaurants, performances and merchants that represent Chicago's 28 international sister cities.

Name of Sponsoring Organization: Chicago Sister Cities International. Contact person from Sponsoring Organization: Anel Montes

Sponsoring Organization Address: 78 East Washington Street - 4th Floor. City: Chicago. Zip: 60602

Federal Employee ID Number or Social Security Number if not a corporation: N/A

Name of Producing Agent (if applicable): N/A. Federal ID Number: N/A

Producing Agent Address: N/A. City: N/A. Zip: N/A

Name of Organizer/Coordinator: Anel Montes. Email: anel.montes@cityofchicago.org

Organizer/Coordinator Address: 78 East Washington Street - 4th Floor. City: Chicago. Zip: 60602

Phone Number: (312) 744-8750. Pager/Cell Number: (312) 771-3945. FAX Number: (312) 744-2178

Name of Emergency Contact: Anel Montes. Email: anel.montes@cityofchicago.org

Address: 78 East Washington Street - 4th Floor. City: Chicago. Zip: 60602

7 day/24 hours Phone Number: (312) 401-7071. Pager/Cell Number: (312) 771-3945. FAX Number: (312) 744-2178

Name of Carnival Company (if applicable): N/A. Federal Employee ID Number: N/A

The carnival operator must obtain an electrical permit and an elevator permit from the Department of Buildings.