VILLAGE OF
LINCOLNSHIRE
PUBLIC WORKS DEPARTMENT

STAMP HERE

PICNIC PERMIT APPLICATION

OFFICE USE ONLY
Permit #:

APPLICANT INFORMATION		
Name:		Date:
Name of Organization:		
Address:		Unit #:
City:	State:	Zip Code:
Phone:	Resident: ☐ Yes ☐ No	
Email:		
Date Requested:	Time Requested:	
Total number of people who will attend the picnic:		

PICNIC AREA		
Please select one:		
☐	North Park Concession Area (next to playground)	Max 200
☐	Spring Lake Park Picnic Area	Max 100
☐	North Park Picnic Pavilion (fire place requires separate permit and fee) (next to woods)	Max 40
☐	Whytegate Park (no restrooms on site)	Max 50

APPLICANT SIGNATURE

On behalf of _____ (organization), I have read Title 8 (Public Ways & Property), Chapter 1 (Village Parks) of the Lincolnshire Village Code, and do hereby agree to comply with the rules and regulations outlined in this ordinance.

Signature: _____ Date: _____

PICNIC PERMIT FEES - Code Section 8-1B-2(B)		
Resident	30 to 99 guests	$50.00
Non-resident	30 to 99 guests	$100.00
Resident	100-200 guests	$100.00
Non-resident	100-200 guests	$200.00

SUBMIT APPLICATION AND PAYMENT

Completed application and payment must be submitted together to process the permit request (mail, drop box outside Village Hall, Village Hall front counter). Payments made with cash or credit card must be submitted in person at Village Hall. Application may be sent via e-mail to receptionist @lincolnshireil.gov. Call 847-883-8600 with questions.

FOR OFFICE USE ONLY	
Picnic Area Inspected By:	Date:
Condition of Picnic Area:	