



CHICAGO FIRE DEPARTMENT

Office of Special Events
3510 S. Michigan Ave., 2nd Flr.
Chicago, IL 60653
Email request to: Fire-specialevents@cityofchicago.org

ATTN: Deputy District Chief
Francisco Velez
Coordinator of Special Events

I am requesting a C.F.D. Presence.

TYPE OF EVENT: _____

DATE: _____

TIME: _____

LOCATION: _____

CONTACT PERSON'S NAME: _____

CONTACT PERSON'S NUMBER: _____

*ALDERMANIC WARD: _____

* NOTE: ALDERMANIC WARD MUST BE COMPLETED

I/we understand all C.F.D. equipment is considered "in-service," meaning if an emergency occurs, it will take priority and the C.F.D. will respond to the incident.

The C.F.D. will NOT turn on fire hydrants or give rides.

Confirmations for block parties can no longer be provided. The C.F.D. will make every attempt to honor all Block Party or Special Event requests.

*Requests **MUST** be submitted in a timely fashion at least 14 days prior to the tour. Failure to do so may result in the inability to schedule the tour.*