



City of Rockford Public Works Department
6th floor, City Hall, 425 E. State Street, Rockford, IL
779-348-7174

2021 PERMIT APPLICATION – OUTDOOR/SIDEWALK CAFE

THIS APPLICATION MUST BE ACCOMPANIED BY THE \$85 PERMIT FEE.

APPLICANT Name/Position: Date of Application:

Applicant Address: Street City/State/Zip

Applicant Phone #: Email Address:

Business Name: Tax ID:

Business Address: Street City/State/Zip

Hours and Days of Operation:

Number of Patrons Accommodated:

The following information must be submitted with the application:

- 1. How the premise will be supervised and maintained
2. Site map including four feet pedestrian path and the amount of surface space to be used in accordance with the Outdoor Dining Design Guidelines
3. Description of food and drinks to be sold
4. A statement of agreement to hold harmless the city of Rockford and officers and employees of the City of Rockford from loss or damage
5. A policy of liability insurance in the minimum amount of three hundred thousand dollars (\$300,000) and a one hundred thousand dollar (\$100,000) property damage policy naming the City of Rockford as an additional insured, in force at all times.
6. For alcohol sales: only permitted in outdoor space if you are a current City of Rockford licensee for alcohol service.

Certificate of Insurance Attached: Yes No

I, the undersigned, thoroughly understand that this is solely an application to operate a business, and is not permitted to operate a business until all applicable ordinances of the City of Rockford including but not limited to Building, Zoning and Fire regulations, have been fully complied with, and this application is properly signed by the departments listed below, and an official license is issued by the Comptroller.

Signature: Dated

FOR OFFICE USE ONLY:

Date application received: Received By:

\$85 license fee attached YES/NO Final Action due (21 days from receipt)

One day permit is \$20. 4 day consecutive permit \$40. One month permit is \$100.

Acct # 1010-1000-60209

Zoning: Approved/Disapproved by: Date;

Building: Approved/Disapproved by: Date;

Fire: Approved/Disapproved by: Date;

PW: Approved/Disapproved by: Date;

Finance: Final Action: (check one) Approved and issued on by:

License # Returned as incomplete on: by:

(with written explanation seven days from receipt) Denied in writing on

Denied in writing on by:

AGREEMENT

In consideration for being issued a permit to operate a sidewalk café as that term is defined in the Rockford Code of Ordinances as they now exist or may hereafter be amended, the undersigned as a duly authorized agent for the business to whom said permit is being granted, agrees, both for himself and on behalf of said business, to indemnify, defend and otherwise hold harmless the City of Rockford and its employees, b any and all persons for any injury or claim arising out of the creation, existence or operation of or any activity in any way related to the creation, existence, or operation of the sidewalk café for which said permit is issued.

The undersigned further agrees both for himself and the business to whom said permit is issued, to indemnify, defend and otherwise hold harmless the City of Rockford and its employees, against any and all claims, damages and liabilities which may be asserted against the City of any of its employees, by and all persons in connection with any claim or injury arising from the condition of any public property which composes or is adjacent to any public property which composes part or all of the area, to be used or otherwise occupied, for the purpose of operating a sidewalk café pursuant to said permit.

Business: _____

By: _____

SUBSCRIBED and SWORN to before me this _____ day of _____, 20____.

NOTARY PUBLIC
My Commission Expires: _____