

From: [Village of Orland Park, IL](#)
To: [Ray Piattoni](#); [Greg Bruggeman](#); [Vincent Doria](#); [Tiffany Cooper](#); [Jennifer Farrell](#); [Suzanne Koleno](#)
Subject: [*Suspicious Email*] *NEW SUBMISSION* Special Event Permit Application
Date: Monday, March 30, 2026 5:02:10 PM

[External Mail] Use caution with links and attachments.

Special Event Permit Application

Submission #: 4731181
IP Address: 2601:244:4604:75d0:800e:97a:2cc:a885
Submission Date: 03/30/2026 5:01
Survey Time: 6 minutes, 50 seconds

You have a new online form submission.

Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

Permit

BUSINESS OR ORGANIZATION NAME

St. Michael School

BUSINESS OR ORGANIZATION NAME ADDRESS

14355 Highland Avenue
Orland Park, IL 60462

PHONE

(708) 285-3727

EMAIL

cheer@saintmike.org

CONTACT PERSON

Marissa Lally

CONTACT PERSON ADDRESS

14426 3rd Avenue
Orland Park, IL 60462

PHONE

(708) 285-3727

EMAIL

cheer@saintmike.org

CHAIRPERSON OF SPECIAL EVENT

Marissa Lally

CHAIRPERSON ADDRESS

14426 3rd Avenue
Orland Park, IL 60462

PHONE #

(708) 285-3727

EMAIL

cheer@saintmike.org

EVENT DAY CONTACT PERSON

Marissa Lally

EVENT DAY CONTACT PERSON ADDRESS

14426 3rd Avenue
Orland Park, IL 60462

PHONE #

(708) 285-3727

EVENT DAY CONTACT PERSON EMAIL

cheer@saintmike.org

LOCATION AND ADDRESS OF EVENT

14355 Highland Avenue

TYPE OF EVENT:

Fundraiser

EVENT ON PUBLIC PROPERTY

ALL OTHER VILLAGE PROPERTY RENTALS

EVENT ON PRIVATE PROPERTY

OUTDOOR SALES - PER DAY

COMMERCIAL FILMING/PICTURES

NON-COMMERCIAL FILMING/PICTURES ON PUBLIC PROPERTY

Section Break

DESCRIPTION OF EVENT

Car wash

LIST DATES OF EVENT WITH HOURS OF OPERATION

6/14 11:00am to 1:00pm

SET-UP DATE & TIME

06/14/2026 10:00 AM

TEAR-DOWN DATE & TIME

06/14/2026 01:30 PM

APPROXIMATE NUMBER OF PERSONS INVITED AND/OR EXPECTED TO ATTEND OR PARTICIPATE

100-200

(Additional Fees May Apply)

WILL FOOD BE SERVED?

NO

WILL YOUR EVENT INCLUDE A FOOD TRUCK? (Food being prepared and served from the vehicle)

NO

WILL ALCOHOL BE SERVED? (If YES, contact Mayor's Office at 708-403-6160 and complete the "Application for Temporary Liquor License.")

NO

PHONE #

EMAIL

WILL GENERATORS BE UTILIZED?

NO

If YES, please describe the size/type:

WILL THERE BE A RAFFLE? (Contact Village Clerk at 708-403-6150)

NO

PHONE #

EMAIL

WILL THERE BE LIVE ENTERTAINMENT? (Music must end by 10:30PM Sun-Th, 11:30PM Fri-Sat)

NO

WILL THERE BE TEMPORARY SIGNAGE? (Banners, Inflatables, Etc.)

YES

WILL THERE BE A TENT?

NO

WILL THERE BE ANY STRUCTURES OTHER THAN A TENT? (Stage, Etc.)

NO

If YES, list structures:

WILL THERE BE ANY ROAD OR SIDEWALK OR RIGHT-OF-WAY CLOSURES?

NO

WILL THE EVENT BEGIN AT ONE LOCATION AND TERMINATE AT ANOTHER?

NO

If YES, complete the questions below. If NO, sign and date to complete application.

1. The route to be traveled, the starting point, the termination point, and the location of any stopping point, speakers' platforms, or similar, if any. (A. Provide Map, B. Google Aerial Image with route traced is OK.)

St. Michael parking lot

Attachment

2. The approximate number of persons who, and animals and vehicles which, will constitute the event, types of animals, and description of the vehicles.

50 cheerleaders, 20-30 parents, 2 coaches, and cars getting washed.

3. The hours when the event will start and terminate.

10:00am to 1:30pm

4. Please provide a statement as to whether the event will occupy all or a portion of the width of the streets proposed to be traversed.

NA

5. The location of any assembly areas for the event.

St. Michael Parking lot

6. The time and location at which units of the event will begin to assemble at any such assembly area or areas.

St. Michael School

Please attach the above information if your event falls into the applicable category.

APPLICANT NAME

Marissa Lally

DATE

03/30/2026 12:00 AM

I attest that the information provided above is to the best of my knowledge accurate. I understand that by checking this box and providing my name and date above, this also acts as my signature.

Checking this box also acts as my signature.

Thank you,

Village of Orland Park, IL

This is an automated message generated by Granicus. Please do not reply directly to this email.