

Permit #

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*** BUSINESS OR ORGANIZATION NAME**

Orland Square

*** BUSINESS OR ORGANIZATION NAME ADDRESS**

288 Orland Square
Orland Park IL 60462

*** PHONE #**

(708) 349-1647

*** EMAIL**

cathy.mein@simon.com

*** CONTACT PERSON**

Cathy Mein

*** CONTACT PERSON ADDRESS**

288 Orland Square
Orland Park IL 60462

*** PHONE #**

(708) 349-1647

*** EMAIL**

cathy.mein@simon.com

*** CHAIRPERSON OF SPECIAL EVENT**

Cathy Mein

*** CHAIRPERSON ADDRESS**

288 Orland Square
Orland Park IL 60462

*** PHONE #**

(708) 349-1647

*** EMAIL**

cathy.mein@simon.com

*** EVENT DAY CONTACT PERSON**

Cathy Mein

*** EVENT DAY CONTACT PERSON ADDRESS**

288 Orland Square
Orland Park IL 60462

*** PHONE #**

(708) 349-1647

*** EVENT DAY CONTACT PERSON EMAIL**

cathy.mein@simon.com

*** LOCATION AND ADDRESS OF EVENT**

Orland Square Mall Upper level Von Maur wing common area 288 Orland Square Orland Park IL 60462

*** TYPE OF EVENT:**

Halloween event

*** EVENT ON PUBLIC PROPERTY**

ALL OTHER VILLAGE PROPERTY RENTALS

*** EVENT ON PRIVATE PROPERTY**

INDOOR EVENT

COMMERCIAL FILMING/PICTURES

NON-COMMERCIAL FILMING/PICTURES ON PUBLIC PROPERTY

*** DESCRIPTION OF EVENT**

Annual kid's Boo Bash with face painters, balloon twisters, airbrush tattoo artists. Same location as in previous years.

*** LIST DATES OF EVENT WITH HOURS OF OPERATION**

Thursday, 10/23/2025; 3:30-6:00pm

*** SET-UP DATE & TIME**

10/23/2025 9:00 AM

*** TEAR-DOWN DATE & TIME**

10/23/2025 6:00 PM

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

375-400

(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 #

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EMAIL

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*** WILL GENERATORS BE UTILIZED?**

NO

If YES, please describe the size/type:

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

NO

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*** 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.)**

NO

*** WILL THERE BE A TENT?**

NO

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

NO

If YES, list structures:

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*** 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.)

n/a

Attachment

Boo Bash Location.pdf

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

n/a

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

3:30pm-6:00pm

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.

No

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

n/a

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

n/a

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

*** APPLICANT NAME**

Cathy Mein

*** DATE**

08/13/2025

* 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.