

A Community of Spirit,

Pride and Conviction...

R E D

B U D

Web Site: cityofredbud.org

A Way of Life... Red Bud

200 East Market Street
Red Bud, Illinois 62278-1597
E-Mail: info@cityofredbud.org

City Hall: (618) 282-2315
City Hall Fax: (618) 282-4344
Utility Department: (618) 282-3339

Street Collection: Guidelines and Request Form

(Last revision 12/5/2024)

Please read the following notes carefully and seek advice if necessary, before taking any action in relation to your collection request.

- * Your request to collect should be submitted to City Hall, 200 East Market Street, Red Bud, IL 62278 a minimum of 45 days before your intended collection date by completing the attached form. All requests are approved by the City Council. City Council meetings are generally held at 6:00 p.m. the first Monday of each month but are subject to change with a minimum of 48 hours notice to the public.
- * Authorization to conduct a street collection will be considered by the City Council of the City of Red Bud, IL. If approved, the collection can only be conducted between the hours, within the area specified, and on the date(s) approved by the City Council.
- * No one under the age of 16 years will be permitted to collect or sell.
- * The name organization or group sponsoring the collection and the purpose of the collection must be visibly displayed at all times during the collection for all motorists providing a minimum of 50 feet notice ahead of the location of the collection.
- * A certificate of liability insurance naming the City of Red Bud, IL as additional insured will be required for the date(s) of the collection.
- * Anyone collecting must wear adequate reflective gear to ensure that they are visible to all motorists at all times.
- * The City Council reserves the right to attach additional stipulations when approving any collection request submitted.

Please initial that the guidelines have been read and understood. _____

Return the attached form to: City of Red Bud, c/o City Hall, 200 East Market Street, Red Bud, IL 62278. Please call 618.282.2315 with questions or for additional information.

City of Red Bud, IL
Street Collection – Request Form
(Updated July 2024)

Please complete the following application for permission to hold a street collection to collect money or sell articles in streets or other public places within the City of Red Bud, IL for the benefit of charitable or other purposes. Please retain the attached guidelines for use by the collecting organization.

1. Name and phone number of the organization or group conducting the collection:

2. Names, addresses, phone numbers, and email addresses for all persons who will be responsible for the collection or sale:

Name: _____

Name: _____

Address: _____

Address: _____

Phone No.: _____

Phone No.: _____

Email: _____

Email: _____

3. Name of charity or fund that the collection will benefit:

4. Date(s) and hours of proposed collection or sale (**no more than four (4) hours**):

5. Location of proposed collection or sale:

6. Is it proposed to hold the collection in conjunction with another procession or event? **Y or N**
If yes, please provide the name and description of the function/event.

7. Please identify what collection containers will be used (e.g.: sealed tins, buckets, or other receptacle):

8. Is a request being made to sell or collected for the same purpose in other areas? **Y or N**
If yes, to who?

On behalf of the collecting organization or group, I have read and agree to abide by the street collection guidelines attached to this request form and confirm that all the information given above is correct to the best of my knowledge.

Signature of Applicant

Date