



Chicago Park District Telecommunication Infrastructure Application Form

APPLICANT INFORMATION (REQUIRED)

Date of Application: _____

Applicant: _____

Address: _____

Contact: _____ E Mail: _____ Phone _____

Servicing carrier*: _____

Servicing carrier address*: _____

Carrier Contact: _____ E Mail: _____ Phone _____

Authorized Agreement Signatory**: _____ E Mail: _____

**** Servicing carrier name and address as it would appear on the legal agreement***

**** Agreements will be routed for signature through DocuSign. Provide email of person who will sign the agreement**

PROJECT INFORMATION: PLEASE CHECK

New Installation/Major Modification: _____

Maintenance/Minor Modification: _____

Temporary/Mobile Installation: _____

Requests permission to (Identify Project).

LOCATION INFORMATION (REQUIRED)

To take place within (Name of Park) _____

Street Address: _____

Installation Location: (decimal degrees) X: _____ Y: _____

For additional DAS/Small Cell sites please indicate the total number associated with this application and complete the back page. Total Number of sites: # _____.

<CONTINUE ON NEXT PAGE>



PLEASE FILL OUT THE CORRESPONDING REQUEST SECTION COMPLETELY

NEW INSTALLATION / MAJOR MODIFICATION / CONDUIT INSTALLATION OR USE.

Engineering Firm: _____

Proposed Site I.D #: _____

Proposed Installation of: _____

Proposed Agreement Term (Check one): 10-Years _____ 5-Years (with one 5-Year Option) _____

Conduit installation?: Yes _____ No _____ Number of conduits: _____ Total Conduit length: _____

Size(s) (diameter) of conduit: _____

How is conduit to be installed? Directional Boring _____ Trenching _____

Structure mounted: _____

Park District Conduit Use: Yes ___ No ___ If yes is conduit vacant or occupied? _____

Footage for Power _____ Footage for fiber _____ Total Footage _____

*Transformer location: _____

* Due to infrastructure limitations within our Parks, Park District transformers should not be relied upon for your primary point connection for proposed projects. There is no guarantee that the Chicago Park District will be able to grant your request for a connection. All other alternatives should be exhausted prior to requesting a connection from Park District sources.

Park District Access Permit: Applied for: Yes ___ No ___

If yes, please provide copy of permit application with this request.

Construction/Maintenance Firm: _____

Primary Point of Contact Information for Construction/Maintenance Firm:

Name: _____

Address: _____

E-mail: _____ Mobile # _____

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MAINTENANCE OR MINOR MODIFICATIONS* TO EXISTING EQUIPMENT

Site Location (Park Name): _____

Nearest Street Address: _____

Site Location (Decimal Degrees): X: _____ Y: _____

Site I.D. Number: _____

****Modification to existing equipment:***

Maintenance of existing equipment:

Proposed Date of Maintenance/Modification: _____

Anticipated completion Date: _____

Park District Access Permit: Applied for: Yes _____ No _____

If yes, please provide copy of permit application with this request.

Construction/Maintenance Firm: _____

Primary Point of Contact Information for Firm:

Name: _____ Address: _____

E-mail: _____ Mobile # _____

***Applicable Drawings/ Material Specification Sheets attached:** Yes _____ No _____

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TEMPORARY OR MOBILE INSTALLATIONS*

Proposed location of installation (Park Name): _____

Installation will be used for (Event): _____

Multiple Events?: Yes _____ No _____

If yes event listing: _____

Site Location (Decimal Degrees): X: _____ **Y:** _____

Parcel Size in feet: _____ X _____

Installation Date: _____ **Termination date:** _____ **Total (Days):** _____

****Proposed Power Supply:** _____

*Applicable Drawings/ Material Specification Sheets attached: Yes _____ No _____

Park District Access Permit: Applied for: Yes ___ No ___

If yes, please provide copy of permit application with this request.

Construction/Maintenance Firm: _____

Primary Point of Contact Information for Firm:

Name: _____ Address: _____

E-mail: _____ Mobile # _____

** Due to infrastructure limitations within our Parks, Park District transformers should not be relied upon for your primary point connection for proposed projects. There is no guarantee that the Chicago Park District will be able to grant your request for a connection. All other alternatives should be exhausted prior to requesting a connection from Park District sources.

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If the required documentation for the corresponding action is not included in your initial application package, the application package will be rejected. Proper fees, access permits, proposal drawings, are required for completion of tasks in an orderly and timely manner.

DOCUMENTATION REQUIRED WITH SUBMITTAL

- Google Earth or Google Maps based site survey with proposed project area and Park District Property and neighboring properties clearly delineated and clearly labelled (**Color Coded**).
- Google earth images of proposed location. Overhead and closeup.
- Application fee in the amount of \$500.00 **payable to the Chicago Park District**. Please remit payment as follows:

Send Electronic Fund Transfer (ETF) to:

JP Morgan Chase Bank

Account number: **636611367**

Routing number: **071000013**

Account Name: **Chicago Park District**

Cellular Telecommunications

OR

Make Check Payable to:

Chicago Park District

Mail Payment to:

SpaanTech, Inc.

311 South Wacker Drive, Suite. #3200

Chicago, IL, 60606

Attn: Accounting Department

FOR ADDITIONAL DAS/SMALL CELL PROPOSALS

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ADDITIONAL DAS/SMALL CELL PROPOSALS

REQUIRED

To take place within (Name of Park): _____

Installation Location: (decimal degrees): X: _____ Y: _____

The nearest street address is: _____

Proposed Node I.D #: _____

REQUIRED

To take place within (Name of Park): _____

Installation Location: (decimal degrees): X: _____ Y: _____

The nearest street address is: _____

Proposed Node I.D #: _____

REQUIRED

To take place within (Name of Park): _____

Installation Location: (decimal degrees): X: _____ Y: _____

The nearest street address is: _____

Proposed Node I.D #: _____

REQUIRED

To take place within (Name of Park): _____

Installation Location: (decimal degrees): X: _____ Y: _____

The nearest street address is: _____

Proposed Node I.D #: _____

REQUIRED

To take place within (Name of Park): _____

Installation Location: (decimal degrees): X: _____ Y: _____

The nearest street address is: _____

Proposed Node I.D #: _____

SPECIAL INSTRUCTIONS

A non-refundable \$500.00 application fee must be paid to the Chicago Park District at the time of application submittal. Following the application submission, a project manager at SPAAN Tech will review the application to ensure it is accurately completed before sending it to the Chicago Park District for review. The Chicago Park District will review the application and decide if the project can proceed. SPAAN Tech will then reach out to the applicant to let them know the status of their application. Should the application be approved, the process will begin to move forward with site visits and engineering reviews.

Engineering review invoices that remain unpaid after a period of 90 days will be terminated and the application will be removed from consideration. Should applicants desire to resurrect the project, a new application and fee will be required. Application fees are non-refundable.

Upon receipt of engineering review invoice payments all engineering submittals must be completed (pre-final) within a period of 180 days. If pre-final plans are not received within 180 days, the application will be terminated and the application removed from consideration. Should applicants desire to resurrect the project, a new application and review fee will be required. Engineering review fees are non-refundable.

Questions regarding the program can be sent to cpkdapplication@spaantech.com