



DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION
CITY OF CHICAGO

INDUSTRY NOTICE – COLLECTION BIN PROGRAM

Collection Bins of any sort are not allowed on the public way, any lot with a vacant building or on a lot containing a dwelling unit.

A “Collection Bin” means any bin, box, truck, or other container placed outdoors for the collection of clothes or other items as donations.

Pursuant to section 7-28-785 of the Municipal Code of Chicago, a permit is required to install or maintain any Collection Bin outdoors on private property in the City of Chicago.

Application Requirements:

- Collection Bin permit application can be found at www.cityofchicago.org/bacp.
- Completed Collection Bin permit application packet including a detailed site map, authorized permission letter from the property owner, along with photos of proposed site/property.
- Application fee of \$100 per Collection Bin.

Maintenance of Collection Bins:

- Post City issued permit on the original permitted Bin.
- Maintain the Collection Bin in good condition and repair.
- Post on the Bin a schedule for when items will be removed.
- Post on the Bin the name of the operator and permit number.
- Post on the Bin the name and telephone number of the local contact person in case of any emergency.
- Maintain a website, updated weekly, which lists the address and wards of each Collection Bin(s) installed or maintained by the operator, and a map indicating the location of each Collection Bin(s) within the City.

Fines and Penalties:

- Illegal Collection Bins along with its contents may be removed by the City. Further, permitted Collection Bins, if deemed a nuisance, can also be removed.
- The City may recover costs to remove illegal Collection Bin(s) in the amount equal to three times the cost or expense incurred.
- Per day fines of \$200 to \$1,000 per violation for any operational violation, including failure to obtain a valid Collection Bin permit.
- Per day fines of \$500 per act of providing false statements or information on the Collection Bin.
- Per day fines of \$2,000 to \$10,000 per violation for any deceptive practices.
- The property owner may be held responsible for any unlawful Collection Bin operations.

City of Chicago Business Affairs and Consumer Protection
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