Cook County Department of Transportation and Highways Permits Office
George W. Dunne Cook County Office Building
69 W. Washington, 24th Floor, Chicago, Illinois 60602

P: 312.603.1670
F: 312.603.9943
hwy.permits@cookcountyil.gov

CONSTRUCTION / MAINTENANCE PERMIT APPLICATION FEE INSTRUCTIONS

A non-refundable application fee is required to process a permit request (Not required for government agencies).

Permit: **"App Fee"** **Allocation Code: 4416** **Permit Application Fee: $ 100.00**

Payment Options:

1. **Credit Card Online (Preferred Method)**
   Click Here to make payment. Select "Highway Construction-Application Fee".
   Include a copy of the receipt in the application submittal. Include the receipt no. on the top of the Construction / Maintenance Permit Application Form. Because you have a receipt you do not need to include this form in the application submittal.

2. **Credit Card Online Call (LexisNexis) at (888) 497-8701**
   The information required for the phone call is the CCDOTH provider ID no. (80972), owner name, contact name, contact phone, contact email, county highway(s), and credit card information. You must give an email address to receive a receipt.
   Include a copy of the receipt in the application submittal. Include the receipt no. on the top of the Construction / Maintenance Permit Application Form. Because you have a receipt you do not need to include this form in the application submittal.

3. **ACH (e-check) Payment.**
   Click Here to make payment. Select "Cook County DOTH Application Fee (Application Fee is $100.00)". Note, please provide your banking institution with the Paymentus COMPANY ID 0000408976, to avoid a debit block when paying by ACH (e-check).

4. **Cash, Certified Check, or Cashier's Check In Person**
   This form shall be filled out and handed to the Department of Revenue representative at time of payment. Make check payable to: Cook County Department of Revenue.
   Include a copy of the receipt in the application submittal. Include the receipt no. on the top of the Construction / Maintenance Permit Application Form. Because you have a receipt you do not need to include this form in the application submittal.

5. **Cash, Certified Check, or Cashier's Check By Mail (Not Preferred Method)**.
   This form shall be filled out and mailed to the Department of Revenue with the payment. Make check payable to: Cook County Department of Revenue.

   You will **not** get a receipt back from the Department of Revenue. Include a copy of the check and this form in the application submittal.

   Address: Cook County Department of Revenue
   118 N. Clark Street, 11th Floor Chicago, Illinois 60602
   (312) 603-6870

Date _____

Name of Owner/Legal Name of Company _____

Present Mailing Address _____

Contact Name _____

Contact Phone _____

Contact Email _____

County Route Name(s) _____

Hwy Section #(s) _____
Cook County Jurisdiction Routes are Solid Red. Click Here for Map

Location of Site_____

Applicant's Project No. or Ref. No._____