

# CITY OF CHICAGO

## RULES



### TRADE SHOW OR EXHIBITION POP-UP RETAIL USER LICENSING RULE



Mayor Lori Lightfoot

Commissioner Kenneth Meyer

BY AUTHORITY VESTED IN THE COMMISSIONER OF BUSINESS AFFAIRS AND CONSUMER PROTECTION PURSUANT TO SECTION 2-25-120 AND SECTION 4-212-070 OF THE MUNICIPAL CODE OF CHICAGO, THE FOLLOWING RULE REGARDING TRADE SHOW OR EXHIBITION POP-UP RETAIL USER LICENSING IS ADOPTED.

By Order of the Commissioner:

Signed:  Date: May 9, 2023

Kenneth Meyer,  
Commissioner

Published: May 10, 2023

Effective: May 12, 2023

**CITY OF CHICAGO  
DEPARTMENT OF BUSINESS AFFAIRS AND CONSUMER PROTECTION**

**TRADE SHOW OR EXHIBITION POP-UP RETAIL USER LICENSING RULE**

**SECTION 1. APPLICATION REQUIREMENTS**

**Rule TS 1.01** Consolidated License Application Process for Trade Shows or Exhibitions

An organizer or sponsor of a trade show or exhibition may submit applications for pop-up retail user licenses on behalf of the pop-up retail users participating in such trade show or exhibition by complying with the provisions of Municipal Code of Chicago Section 4-212-030(b).