



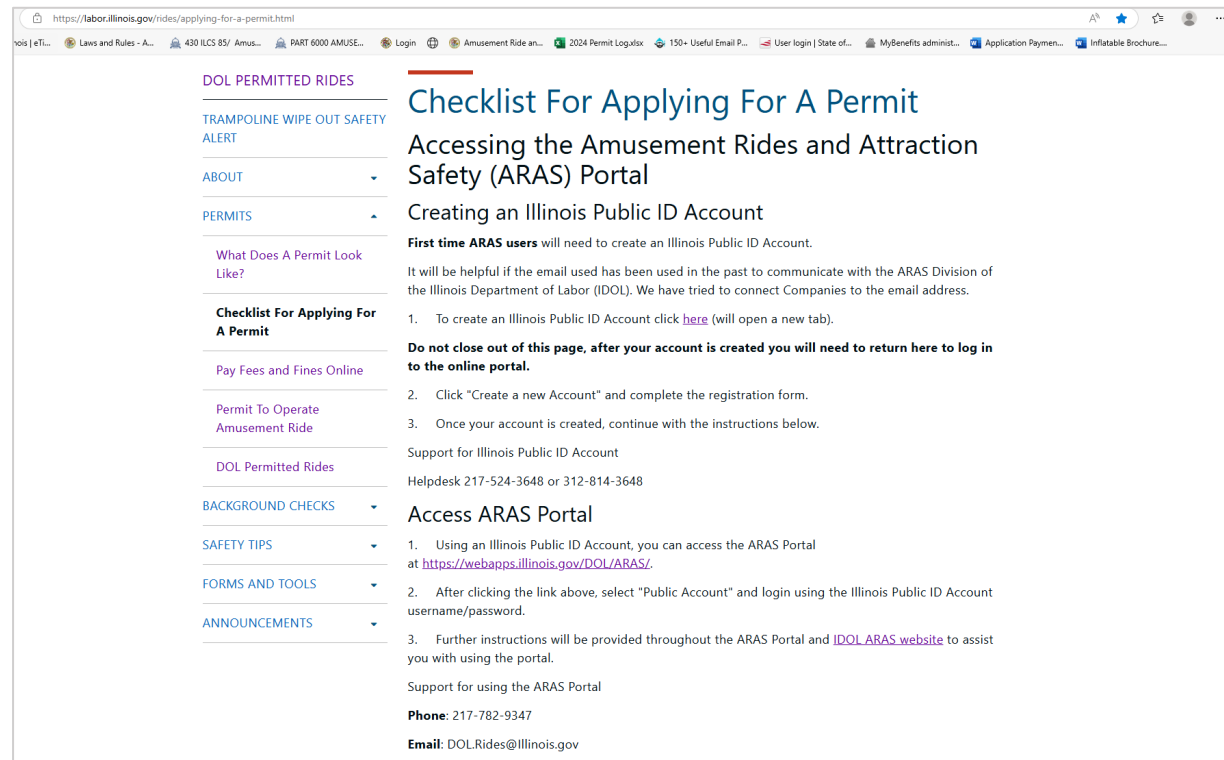
Application for Permit Tutorial



Navigating the Site

- Please navigate to the following web address below:

<https://labor.illinois.gov/rides/applying-for-a-permit.html>



A large Ferris wheel is the central focus, illuminated with warm lights against a deep blue twilight sky. Below it, a roller coaster with glowing tracks and cars is visible. The scene is a vibrant fairground at night.

Create an Illinois Public ID Account

Create an Illinois Public ID Account pt.1



Accessing the Amusement Rides and Attraction Safety (ARAS) Portal

Creating an Illinois Public ID Account

First time ARAS users will need to create an Illinois Public ID Account.

It will be helpful if the email used has been used in the past to communicate with the ARAS Division of the Illinois Department of Labor (IDOL). We have tried to connect Companies to the email address.

1. To create an Illinois Public ID Account click [here](#) (will open a new tab).

Do not close out of this page, after your account is created you will need to return here to log in to the online portal.

2. Click "Create a new Account" and complete the registration form.
3. Once your account is created, continue with the instructions below.

Support for Illinois Public ID Account

Helpdesk 217-524-3648 or 312-814-3648

Click on this hyperlink and navigate to the "Create a New Account" page.

Creating an Illinois Public ID Account pt.2



Click on “Create a New Account”



Accounts > Create a new Account

Create a new Account

Registration

Your Username can include letters, numbers, and periods (may not start or end with a period); and must be between 6 and 20 characters long.
Examples: John.Smith JSm1th

First Name:

Last Name:

Email Address:

Confirm Email Address:

Cell Phone:
(Optional)

Cell Carrier:

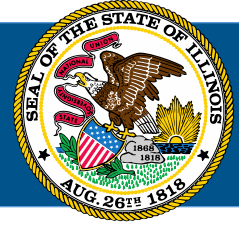
Choose your Username:
Good

Password:
Good [Password Rules](#)

Confirm Password:

Fill out the following form and click on the “Register” button.

Creating an Illinois Public ID Account pt.3



ILLINOIS.GOV

Accounts

Accounts > Account Validation

Account Validation

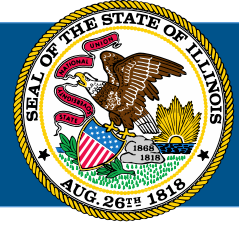
Confirmation

Additional Action Required

A confirmation email has been sent to the address you registered with. You must click on the link contained in the email before your account is activated.

Check your inbox for the account activation email.

Creating an Illinois Public ID Account pt.4



[External] FW: Verify the email address for your Illinois Public Account



To [REDACTED]



Reply

Reply All

Forward



Tue 8/12/2025 1:36 PM

Hi [REDACTED]

Thanks for signing up for an Illinois Public Account!

Please click on the following link (or copy and paste it into your browser) to validate this email address and continue the self-registration process:

<https://accounts.illinois.gov/account-validation?key=d2lsc29udm8yMT-dAYW9sLmNvbXw4LzEzLzlwMjUgMTozNDowMCRBQTXx5bHMyMTd8UFVCTEIdfHxXaWxz258NzkyODU3&e=true>

Notice: This link will only be valid for the next 24 hours.

This message was delivered by an automated system and does not come from a monitored email address. Please do not reply to this email message.

Click on this hyperlink to activate your account.



ARAS Portal

Navigate to the ARAS Portal



Access ARAS Portal

1. Using an Illinois Public ID Account, you can access the ARAS Portal at <https://webapps.illinois.gov/DOL/ARAS/>. 
2. After clicking the link above, select "Public Account" and login using the Illinois Public ID Account username/password.
3. Further instructions will be provided throughout the ARAS Portal and [IDOL ARAS website](#) to assist you with using the portal.

Support for using the ARAS Portal

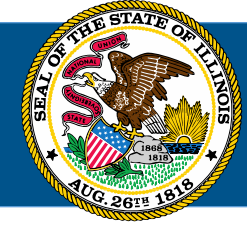
Phone: 217-782-9347

Email: DOL.Rides@Illinois.gov

- If you can't find this section, please navigate to the following web address below:

<https://labor.illinois.gov/rides/applying-for-a-permit.html>

Sign In to Your Public Account



ILLINOIS.gov Authentication Portal

Sign in with one of these accounts



Public Account



Partner Account



Employee Account



ILLINOIS.gov Authentication Portal

Sign in with your Public account

Sign in

- [Reset your password](#)
- [Recover your Username](#)
- [Create a new account](#)

Click on **“Public Account”**

Use the your **“Public ID Account”** to sign in.

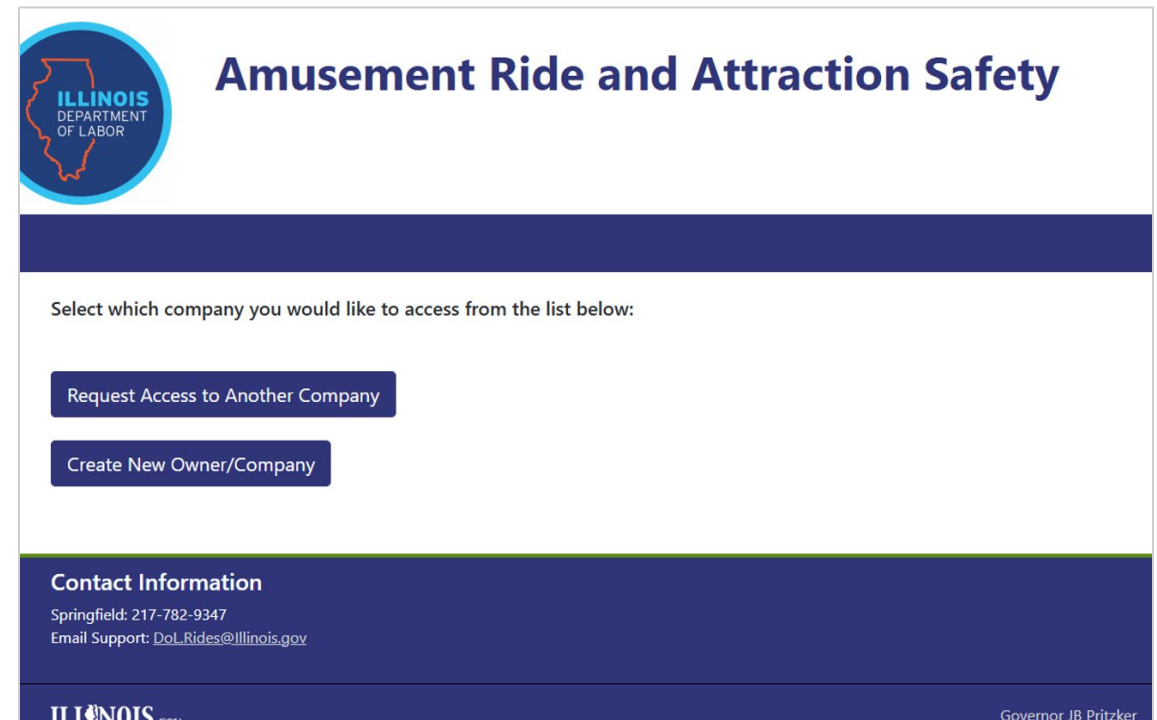
Create Your Company or Gain Admin Access



When a user first signs in, they will be presented with two options: **“Create New Owner/Company”** or **“Request Access to Another Company.”**

- If you are a new company that has never received ride permits from the Illinois Department of Labor, select **“Create New Owner/Company.”**

- If your company has been issued permits in previous years, select **“Request Access to Another Company”** and search for your company name.

A screenshot of a web portal titled "Amusement Ride and Attraction Safety". The header includes the Illinois Department of Labor logo and the title. Below the header, a dark blue bar contains the text "Select which company you would like to access from the list below:". Two buttons are visible: "Request Access to Another Company" and "Create New Owner/Company". At the bottom, a dark blue footer contains "Contact Information", "Springfield: 217-782-9347", "Email Support: DoL.Rides@Illinois.gov", the "ILLINOIS.gov" logo, and "Governor JB Pritzker".

Amusement Ride and Attraction Safety

Select which company you would like to access from the list below:

Request Access to Another Company

Create New Owner/Company

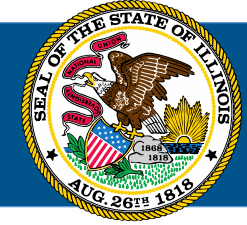
Contact Information
Springfield: 217-782-9347
Email Support: DoL.Rides@Illinois.gov

ILLINOIS.gov Governor JB Pritzker

A large Ferris wheel is the central focus, its structure illuminated against a twilight sky of deep blue and purple. Below the wheel, the silhouettes of other fair rides, including a roller coaster, are visible. The scene is lit with the warm glow of the setting sun, creating a vibrant background for the text.

Submitting Routes and Documents

Homepage / Where to Start

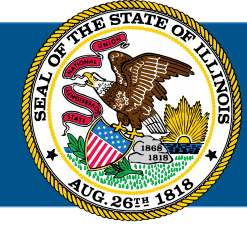


- After creating your company or gaining admin access, you will be redirected to the homepage. Click the **“Enter Routes”** hyperlink or select the **“Routes”** tab on the left-hand menu.

- Before starting your application, you must enter a route. This step is required to complete your application, as the route tells the inspector when and where to arrive for your inspection.

The screenshot shows the "Amusement Ride and Attraction Safety" website. At the top left is the Illinois Department of Labor logo. The main header is "Amusement Ride and Attraction Safety". Below the header is a dark blue navigation bar with a user profile icon and the name "Vo, Wilson". A left-hand menu lists various options: Home, Company, Insurance, Third Party Inspection, Rides, Owner, Applications, **Routes** (highlighted in yellow), Users With Access, Steps to Submit an Application, and Pay Fines. The main content area has a pink notification bar that says "You have a fine. Please click on Fines to the left to pay". Below this is the section "Department of Labor Amusements Application Steps". It includes a sub-section "Routes" with a description: "The DOL requires amusement operators to submit a route sheet for each route on the route list. You must enter at least one route before you will be able to submit an application. ANY routes that are within one month of opening will have an additional inspection fee of \$250 added to their total on checkout. Please indicate any routes that will require an inspection for permitting." There is a yellow button labeled "Enter Routes". Below that is a sub-section "Rides Application" with a description: "Begin an application and select the rides you wish to have inspected." There is a blue link "Application(s) for Permits" and a blue button "Create New Owner/Company".

Entering the Route

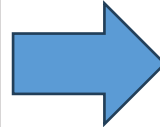


Home
Company
Insurance
Third Party Inspection
Rides
Owner
Applications
Routes
Users With Access
Steps to Submit an Application
Pay Fines

Routes for Department of Labor Amusements

Click on a year below to start a route or to view history.

[2025](#)



Home
Company
Insurance
Third Party Inspection
Rides
Owner
Applications
Routes

Route Sheets - 2025

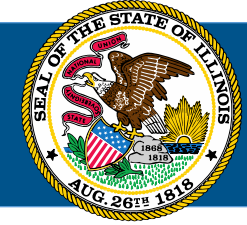
[Create New Route 2025](#)

City	Location	Event Name
SPRINGFIELD	524 S 2ND ST	May Route25
SPRINGFIELD	900 S SPRING ST	June RouteEDIT

Click on the “**Year**” hyperlink.

Click on the “**Create New Route**” button.

Entering the Route pt.2



- Please complete the route form and be sure to check the **“Initial Permit”** checkbox. Without it, the route will not appear during the application process.

- We recommend scheduling your routes at least **30 days in advance** and between **Tuesday and Friday**. Routes scheduled less than 30 days in advance will incur a **\$250 expedited fee**. Routes scheduled for **Saturday through Monday** will incur a **\$500 expedited fee**.

Note: An inspector will contact you to finalize the schedule, but we strongly encourage planning accordingly.

[Home](#)[Company](#)[Insurance](#)[Third Party Inspection](#)[Rides](#)[Owner](#)[Applications](#)[Routes](#)[Users With Access](#)[Steps to Submit an Application](#)[Pay Fines](#)

Route Definitions

Route: A route is a scheduled itinerary submitted by all operators of amusement rides and attractions in the state of Illinois. A mobile amusement or inflatable attraction operator outlines the specific locations, dates, and times where equipment will be set up and open to the public. An operator with a permanent location will input the information for that location. This information is submitted in advance of an inspection to the Illinois Department of Labor to ensure proper inspection, safety compliance, and oversight. The route serves not only as a notification to the Illinois Department of Labor for compliance tracking, but also as a directive for inspection coordination. If an initial permit inspection is required, the route specifies the exact setup location and time so that inspectors know where and when to arrive for safety evaluations prior to equipment use.

Arrival Date: The date on which the amusement equipment and operators are scheduled to arrive and begin setup at the event location.

Open Date: The date on which the event opens to the public and amusement rides and attractions are scheduled to begin operation. This date must be after the arrival date/time.

Close Date: The last day and time the event is open to the public and the amusement rides and attraction will be in operation. For fixed-location entities with a permanent location the close date is typically December 31 of that year, which aligns with the expiration of the permit to operate.

Create New Route

Event/Show Name:*

Will any of your rides need an initial permit inspection at this location? *

Address:*

City:*

Zip Code:*

ArrivalDate* 8/8/2025 Arrival Time (hh:mm) AM

OpenDate* Open Date Open Time (hh:mm) AM

EndDate* End Date End Time (hh:mm) AM

Create Cancel and Return to Route Sheet

Check your Rides List



- After submitting your route, select the “**Rides**” tab in the left-hand menu. Ensure all required rides are entered for your application.

Home

Company

Insurance

Third Party Inspection

Rides

Owner

Applications

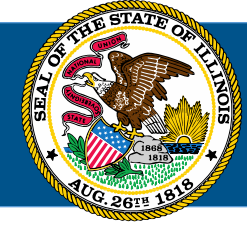
Routes

Route Sheets - 2025

Create New Route 2025

City	Location	Event Name	Arrival	Close
SPRINGFIELD	524 S 2ND ST	May Route25	5/1/2025 06:00:00 PM	5/10/2025 12:00:00 AM
SPRINGFIELD	900 S SPRING ST	June RouteEDIT	6/1/2025 10:00:00 AM	6/13/2025 12:00:00 AM

Adding Rides



- If any rides are missing, you can add them in using the “**Add New Ride**” button near the bottom of the page.

Home

Company

Insurance

Third Party Inspection

Rides

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Routes

Users With Access

Steps to Submit an Application

Pay Fines

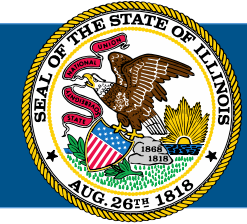
Department of Labor Amusements

Ride Name	Ride Type	Ride Serial Number			
INFLATABLE, DINO LAKE - EDITED	Inflatable	74511001683	Edit Ride	Ride Details	Remove Ride from List
INFLATABLE, KOOMBA KOMBO	Kiddie Ride	60851001143	Edit Ride	Ride Details	Remove Ride from List
INFLATABLE, MOEBIUS	Inflatable	718 611 1152	Edit Ride	Ride Details	Remove Ride from List
INFLATABLE, OBSTACLE COURSE	Kiddie Ride	14451001377	Edit Ride	Ride Details	Remove Ride from List
INFLATABLE, OBSTACLE COURSE	Kiddie Ride	14451001377	Edit Ride	Ride Details	Remove Ride from List
INFLATABLE, PINBALL	Inflatable	40401001179	Edit Ride	Ride Details	Remove Ride from List
INFLATABLE, PINBALL	Inflatable	40401001179	Edit Ride	Ride Details	Remove Ride from List
INFLATABLE, PIRATE SHIP	Inflatable	12601001680	Edit Ride	Ride Details	Remove Ride from List
INFLATABLE, SK8TER Change Test	Inflatable	11501001281	Edit Ride	Ride Details	Remove Ride from List
INFLATABLE, TRILENIUM	Inflatable	73661001683	Edit Ride	Ride Details	Remove Ride from List
New Test Ride	Amusement Attraction	50	Edit Ride	Ride Details	Remove Ride from List
Really Big Coaster	Coasters, Intermediate	yhogv	Edit Ride	Ride Details	Remove Ride from List

Leave Without Saving

Add New Ride

Adding Rides Form



- Complete the form to the best of your ability. Check the NDT box if your ride requires an NDT as specified by the manufacturer. Refer to your owner's manual or the Carnival & Amusement Safety Rules if you are not sure. If you are unsure of your ride type, use the provided hyperlink to determine the correct category.

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[Pay Fines](#)

Add New Ride

Name of Ride

Is Certification Required?

☐

Manufactured By

Serial Number of Ride

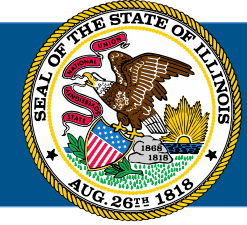
NDT Required?

☐

Ride Type

[Click here an explanation of ride types \(opens new window\).](#)

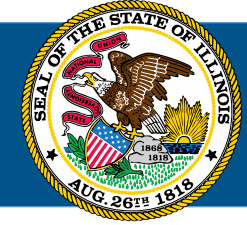
Uploading your NDT's



- If any of your rides have an NDT report, you can upload it by clicking on the “Ride Details” button.

Home Company Insurance Third Party Inspection Rides Owner Applications Routes Users With Access Steps to Submit an Application Pay Fines	Department of Labor Amusements					
	Ride Name	Ride Type	Ride Serial Number			
	INFLATABLE, DINO LAKE - EDITED	Inflatable	74511001683	Edit Ride	Ride Details	Remove Ride from List
	INFLATABLE, KOOMBA KOMBO	Kiddie Ride	60851001143	Edit Ride	Ride Details	Remove Ride from List
	INFLATABLE, MOEBIUS	Inflatable	718 611 1152	Edit Ride	Ride Details	Remove Ride from List
	INFLATABLE, OBSTACLE COURSE	Kiddie Ride	14451001377	Edit Ride	Ride Details	Remove Ride from List
	INFLATABLE, OBSTACLE COURSE	Kiddie Ride	14451001377	Edit Ride	Ride Details	Remove Ride from List
	INFLATABLE, PINBALL	Inflatable	40401001179	Edit Ride	Ride Details	Remove Ride from List
	INFLATABLE, PINBALL	Inflatable	40401001179	Edit Ride	Ride Details	Remove Ride from List
	INFLATABLE, PIRATE SHIP	Inflatable	12601001680	Edit Ride	Ride Details	Remove Ride from List
	INFLATABLE, SK8TER Change Test	Inflatable	11501001281	Edit Ride	Ride Details	Remove Ride from List
	INFLATABLE, TRILENIUM	Inflatable	73661001683	Edit Ride	Ride Details	Remove Ride from List
	New Test Ride	Amusement Attraction	50	Edit Ride	Ride Details	Remove Ride from List
	Really Big Coaster	Coasters, Intermediate	yhogv	Edit Ride	Ride Details	Remove Ride from List
Leave Without Saving		Add New Ride				

Uploading your NDT's pt.2



•On the Ride Details page, click **“Choose File”** to select your document. Once you have chosen your NDT file, click **“Upload NDT Report”** to add it to the system.

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New Test Ride

Name of Ride: New Test Ride
Current Ride Status:
Is Certification Required?: False
Is the ride active?: True
Manufactured By: Me
Serial Number of Ride: 50
NDT Required?: False
Ride Type: Amusement Attraction
Name under which Business operates:: Department of Labor Amusements
No inspections.
Non Destructive Testing Files

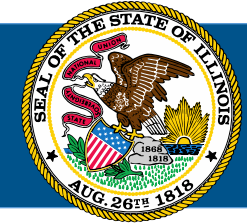
Expiration Date	Download File
8/12/2025	NDT Example.png

NDT End Date

Choose File to Upload
[Choose File](#) No file chosen
[Upload NDT Report](#)

[Edit](#) | [Back to Ride List](#)

Certificate of Liability Insurance and 3rd party Inspection Report



- Before completing your application, upload your most recent “**Certificate of Liability Insurance**” and any “**3rd Party Inspection Reports**” using the menu tab on the left. If you experience issues uploading, email the documents to DOL.Rides@illinois.gov.



Amusement Ride and Attraction Safety

Vo, Wilson ▾

You have a fine. Please click on Fines to the left to pay

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[Pay Fines](#)

Application Steps

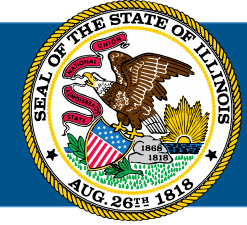
Steps to complete an application for permits. This website is replacing the old online form.

- **Routes**
The DOL requires amusement operators to submit a route sheet for each route on the route list. You must enter at least one route before you will be able to submit an application. ANY routes that are within one month of opening will have an additional inspection fee of \$250 added to their total on checkout. Please indicate any routes that will require an inspection for permitting.
[Enter Routes](#)
- **Rides Application**
Begin an application and select the rides you wish to have inspected.
[Application\(s\) for Permits](#)

A large Ferris wheel is the central focus, its structure illuminated against a twilight sky of deep blue and purple. In the background, a roller coaster with glowing tracks and a crowd of people can be seen, adding to the festive atmosphere of the fair.

Application Process

Starting the Application



- Once the required routes and rides are entered in, please click the **“Applications for Permits”** hyperlink located on the homepage or select the **“Application”** tab on the left-hand menu.

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[Users With Access](#)
[Steps to Submit an Application](#)
[Pay Fines](#)

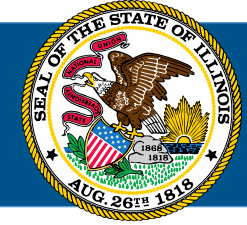
Department of Labor Amusements Application Steps

Steps to complete an application for permits. This website is replacing the old online form.

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[Enter Routes](#)
- **Rides Application**
Begin an application and select the rides you wish to have inspected.
[Application\(s\) for Permits](#)

Create New Owner/Company

Application Process





Amusement Ride and Attraction Safety

- Home
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- Rides
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- Routes
- Users With Access
- Steps to Submit an Application
- Pay Fines
- Inspections

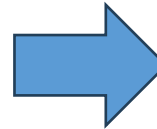
Applications for Department of Labor Amusements

Click on a year below to start an application. You may also view previously submitted applications.

[Start an application for 2026](#)

[Start an application for 2025](#)

Click on the “**Year**” hyperlink.



- Home
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- Rides
- Owner
- Applications
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- Pay Fines
- Inspections

2026:

[Continue with application for 2026](#) [Create a Route for 2026](#)

Rides - Paid for 2026

Ride Name	Current Status for 2026
INFLATABLE, SK8TER Change Test	Paid

Rides - Unpaid for 2026

New Test Ride

Really Big Coaster

INFLATABLE, TRILENIUM

INFLATABLE, PINBALL

INFLATABLE, OBSTACLE COURSE

INFLATABLE, PINBALL

INFLATABLE, OBSTACLE COURSE

INFLATABLE, DINO LAKE - EDITED

INFLATABLE, PIRATE SHIP

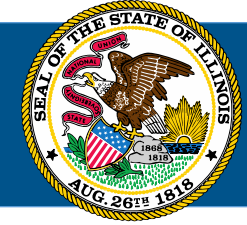
INFLATABLE, MOEBIUS

INFLATABLE, KOOMBA KOMBO

Rides - Stop Order

Click on the “**Continue with application**” button.

Application Process pt.3



- Navigate to the dropdown menu and select the route you entered earlier. If it does not appear, return to the “**Routes**” page to confirm that the **Initial Permit** checkbox is selected, and the dates are entered correctly.

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Assign Route for Inspection

You need to select a route for your ride inspection. If you have not created a route please select "Routes" on the left menu.

If you need your rides permitted less than 30 days from the submission of this application you will be assessed a fee of \$250.

Please select the route where the inspection and permitting of these rides will take place:

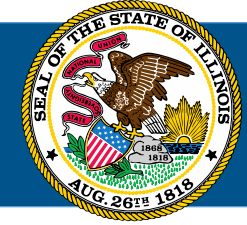
Assign route (name, city, arrival date):

Opening Day SPRINGFIELD 12/24/2025 ▼

Continue

Leave Without Saving

Application Process pt.4



- Review your application to ensure all required rides are included for the inspection. Read the terms and conditions, check the agreement box, and click **“Save & Continue.”**

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Review Application Before Digitally Signing

Ride Name	Permit Fee
INFLATABLE, DINO LAKE - EDITED	\$55.00
INFLATABLE, KOOMBA KOMBO	\$55.00
Total Fee: \$110.00	

Terms and Conditions

By signing below, I affirm and certify that I have read and understand this permit application, and I have read and agree to comply with the provisions of the Carnival and Amusement Ride Safety Act ("Act" 0, 430 ILCS 85/1 et. seq., including but not limited to Sec. 2-10 that requires me to notify in writing, the Department after inspection of any additions or alterations, which are contemplated which change a structure, mechanism, classification or capacity, and Section 2-20 which requires me to perform a criminal history records check and perform a check of the National Sex Offender Public Registry for carnival workers at the time they are hired and for any persons who may be hired for positions other than carnival workers, if such persons during the course of their employment either temporarily or permanently manage, physically operate, or assist in the operation of an amusement ride or amusement attraction when it is open to the public, and to have in place a substance abuse policy as provided by Sec. 2-20 of the Act and the Department's Administrative Rules. I further understand and agree that I will promptly notify the Department if there are any changes in the information provided in this application, including but not limited any additional locations, amusement rides or attractions, after this application has been submitted and which occur during the term of the permit or for the period in which the permit is sought. I certify that all the statements made in this application are true, correct and complete, and further understand that failure to comply with the Act and the Department's Administrative Rules shall subject me to the penalties provided for in the Act. By signing below, I also understand that if this application is submitted less than 30 days prior to the first date of operation in Illinois, and/or I am requesting an inspection outside of normal business hours, I shall be subject to an expedited site inspection fee of \$250. Furthermore, if I am requesting an inspection on a weekend, I shall be subject to a site inspection fee of \$500. [Title 56: Ch 13, Part 6000.50 d),e)]

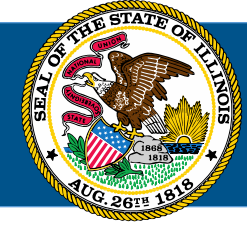
☒ I have read and agree to the terms and conditions above*

The undersigned certifies that (s)he is authorized to sign this document on behalf of the Agency/requester and that all information provided and the statements made herein are true, correct, and complete.

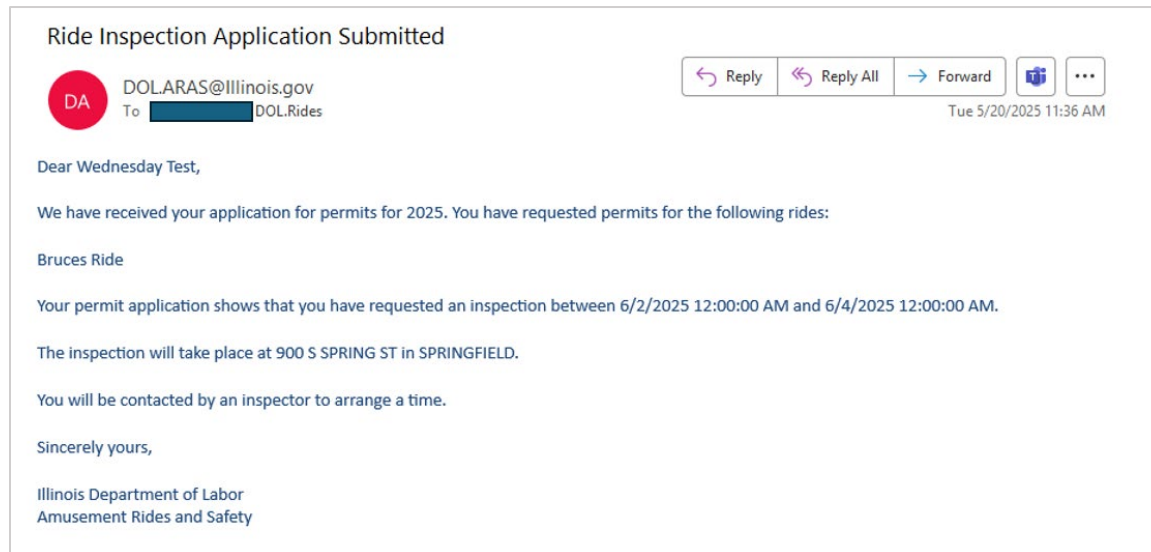
SignedBy*

Save & Continue

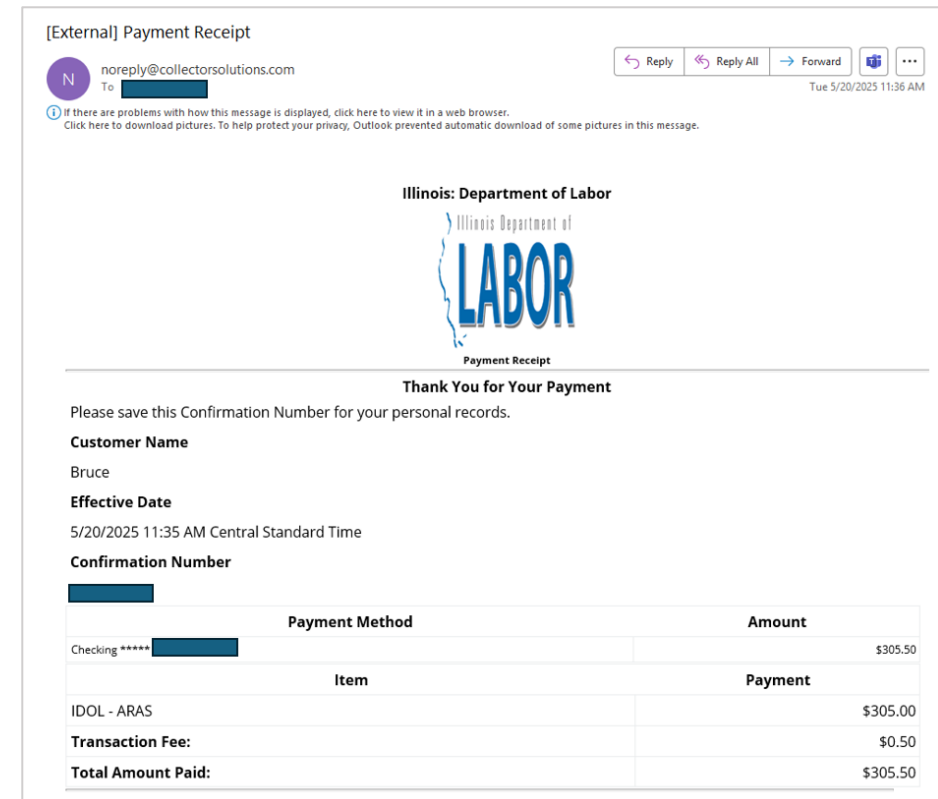
Application Complete



- Once you complete the e-Pay payment portal, your application will be finalized. You will receive an application confirmation and a payment receipt by email.



Application Notification



Payment Receipt