



SPECIAL EVENT APPLICATION FESTIVAL & EVENT PERMIT

All Special Event Organizers requesting municipal approvals, services, assistance and/or other support from the City of Aurora for a special event must provide the following information. Submittal of application does not constitute approval. **Events requiring public safety resources may be limited to one permit per year.**

ORGANIZATION: Rotary Club of Aurora DATE: 8-2-2017

STATUS (check one): Unincorporated _____ 501(c) 3 ☒ Individual _____ Other _____

CONTACT NAME: George W. Ball

POSITION WITHIN THE ORGANIZATION: President

PHONE NUMBER: 630 897 3577 630 935 2123
DAYTIME CELL

EMAIL ADDRESS: Ball-G@comcast.net

NAME OF EVENT: Holiday Festival of Lights

TYPE OF EVENT (check one): Festival/Fair ☒ Car Show _____
Other (specify) _____

PURPOSE OF EVENT: public light display

DATE(S) OF EVENT: See attachment

EVENT HOURS: S.A. SET-UP HOURS: S.A. BREAKDOWN: S.A.

EVENT SITE: (attach site map if necessary) Phillips Park

PROJECTED ATTENDANCE: 30,000 CARS PAST ATTENDANCE: 25,000 CARS

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 250

RAIN POLICY: S.A.

NUMBER OF YEARS THE EVENT HAS BEEN HELD: 10 years

HAS THE EVENT APPLIED FOR OR BEEN APPROVED FOR NEIGHBORHOOD
FESTIVAL FUNDING? YES _____ NO ☒

THIS APPLICATION, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO SPECIAL EVENTS NO LATER THAN **NINETY (90) DAYS PRIOR TO THE OPENING DAY OF THE EVENT.** A detailed site plan may be required. Late or incomplete applications may be denied. Mail application to **Special Events, City of Aurora, 44 East Downer Place, Aurora, IL. 60505** or email to events@aurora-il.org. *The contact will be notified to confirm receipt of application.* A copy of the application will then be forwarded to the appropriate committees for consideration of approval.

HOLD HARMLESS CLAUSE: The special events organizer hereby agrees to indemnify and hold harmless the City of Aurora, Illinois, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the organizer's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Aurora acting within the scope of their employment. Further, the event organizer agrees to indemnify the City of Aurora and any of its agents, public officers, officials or employees and authorized volunteers for any attorney's fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the organizer's use of public property or operation of the event as set forth in the application for special permit.

INSURANCE REQUIREMENTS: Proof of insurance is required of all Special Event organizers prior to the event. The attached list of insurance requirements should be reviewed immediately with your insurance agent to comply. Please provide document along with your completed application **14 days prior to event** to Special Events, City of Aurora, 44 East Downer Place, Aurora, IL. 60505 or email to events@aurora-il.org. Coverage shall be from reputable insurance companies in amounts acceptable to the City of Aurora. *Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.*

PERMITTED USE OF PUBLIC PROPERTY: Whereas the Special Event Organizer agrees to use the public property at Phillips Park in Aurora, Illinois, known as Phillips Park, for staging of _____, the City of Aurora does hereby agree to permit for use, these premises for the date(s) of S. 2. through S. 2., 2017. Organizer does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Organizer further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

LIABILITY WAIVER: The event organizer agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Aurora, its agents, public officers, officials or employees and authorized volunteers from said organized event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Aurora acting within the scope of their employment.

AUTHORIZED SIGNATURES: I hereby attest that I am authorized to bind the organization and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Aurora, as outlined herein. ***I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special Event.***

Permit applied for and all terms and stipulations agreed to by:

George W. Ball

Name (please print)

George W. Ball

Signature

President

Signatory Title (if applicable)

8-2-2017

Date