

Aurora Fire Department

Fire Prevention Bureau.
5 E. Downer Pl. #G
Aurora, IL 60505-3305

Fire Marshal
Javan Cross

Web: www.aurora-il.org

(630) 256-4130 / Fax (630) 256-4139

Email: fpb@aurora-il.org



Application for Assembly Operational Permit Section 105.6.4

Normal Use Special Event Carnival Fair Circus Special Amusement
Circle Type

Event (Business) Name St. Mary's Parish festival Date(s) of Event Sept 1 + Sept 2
Location of Event 430 E. Downer Pl Hours: 10am - 8pm
Applicant's Name Ana Maya Phone # (630) 202-8385
Address 408 W. New York
Cell # (630) 202-8385 Fax # _____ E-mail Address: anmaya116@gmail.com

Class of Assembly (circle all that apply)

Above Grade ___ Below Grade ___ At Grade Outside
Over 600 ___ Over 1000 ___ Occupant load posted? Y ___ N ___
Fire Extinguishers present? Y N ___ How Many 3
Kitchen present? Y N ___ Liquor License: Y ___ N Class of Liquor License: _____
No smoking signs posted: N/A ___ Y ___ N ___
Fire Alarm: Y ___ N ___ Sprinkler System: Y ___ N ___ Hood System: Y ___ N ___
Live Entertainment? NA ___ Y ___ Sometimes ___ How Often? _____
Type Band DJ Other (explain) _____
Stage: None ___ Temporary ___ Permanent ___
Will you use a smoke machine? Y ___ N Will you use Pyrotechnic Displays? Y ___ N
Method to determine number of occupants present: Ticket sales: Door ___ Presales ___ Both ___ provide ticket manifest
Describe outdoors on open parking lot

Will a tent be used? Y N ___ (Separate building permit may be required)

Size of tent Number of exits (attach separate sheet for additional tents)

Electric exit signs Y ___ N ___ Emergency light Y ___ N ___

How is electrical power being supplied? outlets outside of building + garage outlets

***NOTICE: No smoking, no combustibles (hay, straw, and like materials), and no open flames allowed inside tent or within twenty (20) feet of the tent.**

Documents required for all Assembly Uses *(attach copies)

- Provide site plan (indicate lot lines, parking, tents, building, streets, and vendors)
- Provide information on Emergency Evacuation plan and Fire Safety Plan**
- Seating Plan (provide copy)
- Crowd control manager(s) name (1 per 250 occupants. Attach list of names and certificates)
* For class go to: <https://crowdmanagers.com/training/>
- Letter from property owner-permission for use of land

*All requests for drawings may be on one plan as long as it is clear

Presence of Police Officers Required? Y ___ N

Contact Aurora Police Department 630-256-5700 for requirements.

The above information is true to the best of my knowledge. False or incorrect information may result in permit being revoked.

Ana Maya
Applicant signature

Ana Maya
Print Name

7/1/16
Date

PERMIT MUST BE SUBMITTED TWO WEEKS PRIOR TO EVENT

Office Use

Site Plan ___ Evacuation Plan ___ Fire Safety Plan ___ Seating Plan ___ Crowd Control ___ Occupant Load ___