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 Roots Aurora
Date(s) of Event 9/1/2017
Location of Event Water Street Mall & Mundy Park
Hours: 5 pm-9pm
Applicant's Name Family Focus
Phone # 630-844-2550
Address 550 2nd Avenue, Aurora, IL 60505
Cell # 773-456-9411 Fax # NA E-mail Address: mariana.osoria@family-focus.org

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 ✓ N __ 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_____

Will a tent be used? Y ✓ N __ (Separate building permit may be required)
Size of tent 10*10 Number of exits NA-Outside (attach separate sheet for additional tents)
Electric exit signs Y __ N ✓ Emergency light Y __ N ✓
How is electrical power being supplied? City source

***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.

Applicant signature Mariana Osoria (Print Name) 6/20/2017 (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__