



Aurora Fire Department

Fire Marshal
Gary Krienitz

Web: www.aurora-il.org

Fire Prevention Bureau.
5 E. Downer Pl. #G
Aurora, IL 60505-3305
(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 Joseph Church October Fest

Date(s) of Event 10/11/15

Location of Event 722 High St Aurora 60505

Hours: 11:30 AM - 6:00 PM

Applicant's Name E. Jesse Mejia

Phone # (630) 844-3780

Address _____

Cell # (630) 747-7977

Fax # _____

E-mail Address: LD 2627@Att.net

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 ___

Kitchen present? Y ___ N ___ Liquor License: Y ___ N ___ Class of Liquor License: Temp

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? Outside in Parking lot

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 Outside WALK ON/OFF PARKING LOT open event outside 80%

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

Size of tent Two 20x20 Number of exits _____ (attach separate sheet for additional tents)

Electric exit signs Y ___ N ___ Emergency light Y ___ N ___ ALL outside Mostly Partime

How is electrical power being supplied? Building 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) see Attached
- Provide information on Emergency Evacuation plan and Fire Safety Plan** see Attached
- Seating Plan (provide copy) See Attached
- Crowd control manager(s) name (1 per 250 occupants. Attach list of names and certificates) Felix Fonseca No more than 250@once
- Letter from property owner-permission for use of land Parish Property

*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.

E. Jesse Mejia
Applicant signature

Edivent (Jesse) Mejia
Print Name

08/11/15
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 ___

Date received _____ Site visit _____ Permit approved _____ Disapproved _____