

Aurora Fire Department

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

Fire Marshal
Gary Krienitz

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. Therese Church Summer Festival Date(s) of Event Aug. 13, 2017
Location of Event 271 N. Farnsworth Ave. Aurora, IL. 60505 Hours: 11:00am - 8:00pm
Applicant's Name St. Therese Church Phone # (630) 898-5422
Address same as above
Cell # _____ Fax # _____ E-mail Address: parishoffice@stojcc.org

Class of Assembly (circle all that apply)

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

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? _____

***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 ___ NXX Security Guards will be present
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.

Michael Miller Fr. Michael I. Miller, MSC

Applicant signature

Print Name

Date

7/17/17

PERMIT MUST BE SUBMITTED TWO WEEKS PRIOR TO EVENT

Office Use

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