

# Aurora Fire Department

Fire Prevention Bureau.

5 E. Downer Pl. #G

Aurora, IL 60505-3305

Fire Marshal  
Gary Krienitz

Web: [www.aurora-il.org](http://www.aurora-il.org)

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

Email: [fpb@aurora-il.org](mailto: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 Mercy Fest  
Location of Event 701 S. Eola Rd Aurora  
Applicant's Name Rev Hugh Fuller  
Address 901 S Eola Rd Aurora 60504  
Cell # (630) 851-3444 Fax # (630) 851-3468 E-mail Address: frhugh@olmercy.com

Date(s) of Event 9-29-16 thru 10-2-16  
Hours: 9-29: 5-9pm / 9-30 5-10pm / 10-1: 12-1pm  
Phone # 630-851-3444 10-2: 11:30-10pm

### 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 4  
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? parts of 4 days  
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 Crowd managers

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

Size of tent 100x80 Number of exits 6 (attach separate sheet for additional tents)

Electric exit signs Y  N  Emergency light Y  N

How is electrical power being supplied? Generator

**\*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.

Rev Hugh Fuller  
Applicant signature

Rev Hugh Fuller  
Print Name

8/7/16

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