

2023

City of Aurora, Illinois Permanent Outdoor Seating - Liquor Licenses



Applications must be submitted with all required documentation.
Submit completed applications to: City Clerk's Office, 44 E. Downer Pl., Aurora 60507

Official Use Only

<input type="checkbox"/> Application Fee \$100.00	<input type="checkbox"/> Certificate of Insurance	<input type="checkbox"/> Dimensioned Plan
Date Received _____	<input type="checkbox"/> Proof of Premises Ownership or Letter of Approval from Owner	
Date Approved _____		

Applicant Information

Business Name: _____

Address: _____

Telephone #: _____

Contact Person: _____

Contact Telephone #: _____

Email Address: _____

Property Information

Name of the Property Owner for proposed location: _____

Address: _____

Telephone #: _____ Email: _____

Location Type: Downtown Shopping Center

Barrier Type: Sectional Fencing Planters Natural Barrier

Deck Enclosed Wall

Freestanding: Y/N Attached: Y/N

Barrier Material: Wood Metal Brick/Masonry

Greenery: (type) _____

Other: _____

Application Checklist

	Applicant	Office Use Only
(Check items to confirm included in application)		
Application fee (\$100.00)	<input type="checkbox"/>	
Complete Outdoor Seating Application	<input type="checkbox"/>	
Proof of ownership of the property or written approval from the owner of the property for the outdoor seating area to be used by the applicant if the applicant or the City of Aurora is not the owner of the property.	<input type="checkbox"/>	
Certificate of Insurance. The Certificate must include the name of the owner(s), lessee(s), proprietor(s) as named insured, and naming the City of Aurora as additional insured. Insurance must be in an amount not less than \$1,000,000 covering public liability and not less than \$500,000 covering public damage, such policy insuring liability that may arise from the operation or maintenance of the outdoor seating or any part thereof.	<input type="checkbox"/>	
If public property is utilized, the Applicant shall restore the premises to the same condition as existed prior to the operation of outdoor seating, including or any part thereof, trash, garbage and miscellaneous debris.	<input type="checkbox"/>	
Other: _____ _____ _____		

Hold Harmless Agreement

I, the owner(s), lessee(s), proprietor(s) or manager(s) do hereby hold the City of Aurora harmless from all liability resulting from the utilization of outdoor seating, and further agree to indemnify said City of Aurora from liability resulting from any injury to patrons, bystanders, passersby or any individuals as a result of the utilization of outdoor seating as herein defined.

Signature (owner/lessee/proprietor/manager)

Signature (owner/lessee/proprietor/manager)

Print/Type Name

Print/Type Name

Signed and sworn to before me this _____ day of _____ . (SEAL)

Notary Public

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