

# MFP

## City of Aurora, Illinois Music Festival Permit



Applications must be submitted at least 60 days prior to the event.

Completed applications may be submitted to: City Clerk's Office, 44 E. Downer Pl.

### Official Use Only

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Application Fee \$100.00 | <input type="checkbox"/> Certificate of Insurance | <input type="checkbox"/> Resolution No.                    |
| <input type="checkbox"/> Date Received _____      | <input type="checkbox"/> Restoration Bond         | <input type="checkbox"/> Zoning Classification of Location |
| <input type="checkbox"/> Date Approved _____      | <input type="checkbox"/> Control No. _____        | _____  |

### Sponsoring Organization Information

Name of Sponsoring Organization: \_\_\_\_\_

Address of Sponsoring Organization: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Telephone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Event Information

Event Name: \_\_\_\_\_

Event Location: \_\_\_\_\_

Event Location Address: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

Event Hours: From: \_\_\_\_\_ a.m. / p.m. To: \_\_\_\_\_ a.m. / p.m.

Music Played: From \_\_\_\_\_ a.m. / p.m. To: \_\_\_\_\_ a.m. / p.m.

Number of Entertainment Groups: \_\_\_\_\_

Name(s) and Type(s) of Entertainment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Entertainment Contact Information

1. Name of the Proprietor/Operator/Promotor or Manager for Entertainer:

\_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Legal Relationship to Entertainer: \_\_\_\_\_

2. Name of the Proprietor/Operator/Promotor or Manager for Entertainer:

\_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Legal Relationship to Entertainer: \_\_\_\_\_

3. Name of the Proprietor/Operator/Promotor or Manager for Entertainer:

\_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Legal Relationship to Entertainer: \_\_\_\_\_

4. Name of the Proprietor/Operator/Promotor or Manager for Entertainer:

\_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Legal Relationship to Entertainer: \_\_\_\_\_

## Property Information

Name of the Property Owner/Lessee/Proprietor/Operator or Manager for proposed event location:

\_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email: \_\_\_\_\_

<b>Application Checklist</b>		
(Check items to confirm attached to application)	Applicant	Office Use Only
Application fee (\$100.00)		
Complete Music Festival Application		
Site Diagram [including: number of off-street parking spaces (25-50, 50-100, 100-150, 150 or more); number and location of restroom facilities; location of stage(s) or where any live entertainment will take place; location of any tents]		
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 music festival or any part thereof.		
Performance Bond or a certified check in the amount of \$1,000 . A performance bond is required to guarantee the restoration of the premises.  The Applicant shall restore the premises to the same condition as premises existed prior to the operation of the music festival, including or any part thereof, trash, garbage and miscellaneous debris, and to insure the performance of these acts the performance bond is required.		
Application for Assembly Operation Fire Permit.		
Crowd Management Certificate		
Security Requirement Application (SRA)		
Other:		

<b>Hold Harmless Agreement</b>	
<p><b>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 operation of said music festival, 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 operation or maintenance of the music festival as herein defined.</b></p>	
<p>_____</p> <p>Signature (owner/lessee/proprietor/manager)</p>	<p>_____</p> <p>Signature (owner/lessee/proprietor/manager)</p>
<p>_____</p> <p>Print/Type Name</p>	<p>_____</p> <p>Print/Type Name</p>
<p>Signed and sworn to before me this _____ day of _____ . (SEAL)</p>	
<p>_____</p> <p>Notary Public</p>	
<p>Rev. 07/2016</p>	