



APPLICATION FOR CARNIVAL PERMIT

INSTRUCTIONS:

- Review Warrenville City Code Title 3, Chapter 17 (attached) for filing procedures and requirements prior to submission of application.
- Complete application in its entirety (printed or typed only) before submission to the City of Warrenville.
- Attach \$250 filing fee with application.
- Submit three (3) copies of application, attachments referenced in application, and any additional application information required by law and/or in Title 3, Chapter 17 of Warrenville City Code. Application will not be forwarded to City Council for consideration until all required information and supporting documentation is submitted.
- City Services Fee (including, but not limited to police services, electrical and water connections, and temporary water meter charges) will be determined based on information provided in application, and must be paid before Carnival Permit issuance.
- Electrical Contractor Registration is required at time of Carnival Permit issuance.
- Clean-up Bond must be paid at time of Carnival Permit issuance.

FOR APPLICANT USE:

1. Carnival Operator (Person to whom the Carnival Permit is to be issued)

Person's Name: _____ Age: _____

Address: _____

Phone: _____ Fax: _____ E-mail Address: _____

2. Carnival Operator Company

Company's Legal Name: _____

Address: _____

Phone: _____ Fax: _____

E-mail Address: _____ Website Address: _____

3. Location of Proposed Carnival (Attach addendum, if necessary)

Property Address: _____

Description of Present Use of Property: _____

Present Zoning of Subject Property: _____

Property Owner Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail Address: _____

5. City Electrical Service: Requested Not Requested

If requested, please specify, including electrical load calculations:

6. City Water Service: Requested Not Requested

If requested, please specify, including manner in which water will be used:

7. Attachments

- Letter(s) from Property Owner(s) authorizing the Carnival Operator to utilize their property for carnival activities.
- Site Plan illustrating location and layout of proposed carnival.
- List of all personnel who will attend or operate child-oriented rides or shows, including Last, First and Middle Names.
- Affirmative documentation, dated no earlier than the current year, which demonstrates that none of the carnival personnel who will be attending or operating child-oriented rides or shows is a child sex offender, as defined in 720 Illinois Compiled Statutes 5/11-9.3 or 5/11-9.4.
- Proof of insurance:
 1. Commercial General Liability: \$1,000,000
 2. Automobile Liability: \$1,000,000
 3. Workers' Compensation: Statutory
- Additional requirements if carnival is located wholly or partly on City property:
 1. Certificate of Liability Insurance, naming the City of Warrenville as an additional noncontributory primary insured.
 2. Insurance clause that names the City of Warrenville, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees, and volunteers, as additional non-contributory primary insured.
 3. City-approved Hold Harmless Agreement.
- Copy of electrician's license.

8. Requirements Applicable to Carnivals:

Except as otherwise permitted by law, the possession of concealed firearms at the event is strictly prohibited per 430 ILCS 66/65(a)(10).

9. Certifications (Please review and initial each box.)

- I certify that my employees and I will not violate any of the laws of the United States, State of Illinois, or any ordinance of this City in the conduct of the carnival.
- I agree to provide police officers free access to the carnival grounds and its booths, shows, and concessions at all times.
- I certify and will ensure that all personnel associated with the carnival will wear photo identification.
- I certify and will ensure that personnel listed in this application who will attend to or operate child-oriented rides or shows will wear special forms of identification at all times. No other personnel will attend to or operate child-oriented rides and shows.
- I certify that the carnival and its personnel will comply with the amusement tax ordinance and carnival provisions of Title 3, Chapters 12 and 17 of the Warrenville City Code. http://www.sterlingcodifiers.com/codebook/index.php?book_id=438
- I certify that a copy of this permit shall be produced and shown to any police officer or citizen upon request.
- I certify that the above information is true and accurate to the best of my knowledge and belief, and that I have thoroughly reviewed the regulations outlined in Title 3, Chapter 17 of the City of Warrenville City Code.

Dated: _____

Name of Carnival Operator: _____
(Please Print)

By: _____
(Signature)

FOR OFFICE USE:

Project Number: _____	Date Submitted/Paid (\$250 Filing Fee): _____
City Services Fee: \$ _____	Date Paid: _____
Clean-Up Bond: \$ _____	Date Paid: _____
Special Conditions: _____ _____	
Approved By: _____	Date Approved: _____
Issued By: _____	Date Issued: _____