

To: Crystal Abbott

labbott@aurora.mo.gov

City of Aurora, MO			
Special Event Application			
Thank you for choosing the City of Aurora for your event. Staff looks forward to working with you in ensuring a quality event and protecting the public health, safety and welfare of event participants and the public at large. In order to do so, the City requires that all events must obtain a special event permit prior to the event. Please complete and return the following special event permit application to City Hall. The fee for a Special Event Permit is \$25. Payment is required at time of application. Thank you again for choosing Aurora. For answers to most questions please refer to City Ordinance No. 2016-3088 found in the City Code book and kept in the office of the City Clerk.			
Date of Application:		04/14/2020	
I. Event Information			
Name of Event:		Senior Class of 2020 Parade	
Physical Address of Event:			
First Time Event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Event Open to Public?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Dates of Event:	05/08/2020	Operating Hours of Event:	6:00pm - 8:00pm
Setup Date/Time:	05/08/2020 5:30pm	Finished Date/Time:	05/08/20 8:00pm
Estimated Attendance:	122		
Detailed Event Description: Parade for our AHS Graduating Class of 2020. Having the Aurora Police Department lead and fire department ending.			
II. Applicant/Contact Information			
Applicant(s) Name:		Amy Carr	
Organization:		AHS Project Graduating Class of 2020	
Address:		815 Highland Dr., Aurora, MO 65605	
Phone:	417-229-0399	Fax:	
Emergency Phone:	417-229-0233	Email:	acarr@aurora.org
Property Owner (If not applicant or City):			
Organization:			
Address:			
Phone:		Fax:	
Emergency Phone:		Email:	

<b>III. Vendors</b>	
Will this event have food/sales vendors? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>	
Vendors include all sellers of merchandise; service, or food/beverages, and carnival/amusement ride services. All vendors, if selling at retail to the public, are responsible for collecting and remitting Missouri sales tax in accordance with Missouri State Statutes.	
<b>IV. Special Items</b>	
Are you serving alcohol?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If Yes: See Alcohol Guidelines)
Are you having amplified music?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Do you plan to have fireworks?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If Yes: See Fireworks Plan)
Will this event require police protection?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>V. Fireworks Plan</b>	
All aspects of fireworks featured during an event must be controlled at all times by a licensed and insured pyrotechnic operator. The City strictly controls viewing and launching locations. Explain your Fireworks Plan. (Attach additional sheet if necessary):	
Emergency Contact Person for Event:	
Emergency Contact Person Phone:	
<p>Any special event held within the City of Aurora shall require a special event permit and is subject to the terms and conditions of the approved plan. Obtaining a special event permit shall not relieve the applicant of the need to obtain all permits and authorizations necessary to comply with federal, state and local rules and regulations including applicable zoning requirements. Failure to obtain required authorizations and permits may result in the denial of or suspension of the permit.</p> <p>As a condition of a Special Event Permit being issued, the permit holder agrees to indemnify, defend and hold harmless the City of Aurora and all of its officers and employees against any and all suits, causes of action or claims for injuries, damages, costs and expenses to persons or property, whether public or private that may arise out of, or be constituting a part of the special event, or any activity constituting a part of the special event, or any act, omission or misconduct of the permit holder or his agents, representatives, contractors, or employees. The permit holder agrees to discharge any and all judgements that may be rendered against the City of Aurora or its officers and employees in connection with any suit, cause of action or claim after the judgement becomes final and unappealable.</p>	
Signature of Event Representative:	<i>Amey Carr</i>
Organization/Group:	<i>AMS Project Graduation Class of 2020</i>
For Office Use Only:	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
City Official Signature: _____	
Date: _____	Time: _____
City of Aurora, MO PO Box 30 Aurora, MO 65605 Phone: (417) 678-5121 Fax: (417) 678-6599	