

VILLAGE OF EAST AURORA
APPLICATION FOR TEMPORARY USE PERMIT
**Not less than 60 days or more than 75 days before date of activity*

\$25.00 Application Fee _____ \$50.00 Permit Fee _____

Date Application Filed: _____

Date of V.B. Action: _____

Approved: _____ Disapproved: _____

Comments/Conditions: _____

Sect. 285-52 Participants of an area activity, such as, but not necessarily limited to, a sidewalk sale, art, antique, craft show and/or sales, farmers market, or community civic promotion activities, upon approval.

1. Name of Organization _____

2. Individual Responsible for this request _____

3. Address where correspondence be sent _____

Telephone No. _____

E-Mail Address _____

4. Event Name: _____

5. Location: (attach map) _____

6. Dates and Times Requested _____

7. Estimated Number of People Attending _____

8. Other Services Requested: (describe) (If any of the following services are requested, please fill out the attached FORM for an estimated cost associated with these services).

a.) Police _____

b.) DPW _____

c.) Fire _____

d.) Materials _____

9. **Provide drawings describing location, size and text of all proposed signs for this event TO THE TOWN OF AURORA BUILDING DEPARTMENT located at 5 South Grove. Approved signs may be erected 30 days prior to event and must be removed immediately after same.**

CONDITIONS:

Dept. Initials

1. _____ Police Dept. Approval 652-1111 _____

2. _____ DPW Approval 652-6057 _____

3. _____ Fire Dept. Approval 652-6003 _____

4. _____ *Requesting organization shall attach a completed Certificate of Insurance with minimum limits include public liability coverage of limits of \$1,000,000 each occurrence; property damage insurance with limits of \$1,000,000 each occurrence. Policy shall be endorsed to include Village of East Aurora as an additional named insured.*

5. _____ *Requesting organization shall attach Indemnification Agreement on organization letterhead, signed by authorized applicant or officer of company and duly notarized (sample included)*

6. *“Applicant named herein is fully responsible for obtaining any & all licensing with regard to the presentation or playing of music, pursuant to music copyright laws. The Village of East Aurora assumes no liability in this regard”.*

ESTIMATE FORM REQUEST FOR ADDITIONAL VILLAGE SERVICES

Name of Event _____

Date(s) of Event _____

CROSSING GUARDS:

Number of Guards _____ X _____ hrs. X Hourly rate \$ _____ =\$ _____

TOTAL: \$ _____

DISPATCH:

Number of HRS _____ X _____ Hourly rate \$ _____ =\$ _____
Fringes @ _____ % =\$ _____

TOTAL: \$ _____

DPW:

Number of HRS _____ X _____ Hourly rate \$ _____ =\$ _____
Fringes @ _____ % =\$ _____

TOTAL: \$ _____

TOTAL ESTIMATE: \$ _____

This estimate form is intended to assist the applicant/sponsor by providing, prior to the event, an estimate of costs for the municipal services requested by the applicant. If, following review of the application by Village personnel, additional services are necessary for public safety reasons, any associated costs will be included in this estimate, and will be communicated to the applicant immediately.

NOTE: VILLAGE DEPT. HEADS-PLEASE RETURN ASAP TO JOYCE SO AS APPLICANT CAN BE NOTIFIED OF ESTIMATED COSTS FOR ADDITIONAL SERVICES.

Indemnification Agreement

To the fullest extent permitted by law, I/We shall indemnify and hold harmless the Village of East Aurora and its employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of our work under this contract, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including loss of use resulting there from but only to the extent caused in whole or in part by negligent acts or omissions of our organization, anyone directly or indirectly employed by us or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to otherwise exist as to a party or person described in this paragraph.

Authorized Applicant or Officer

Subscribed and sworn to before me this _____ day of _____, 20__

Notary Public

Qualified in Erie County, New York
My Commission Expires _____