

**VILLAGE OF EAST AURORA  
TEMPORARY USE PERMIT**

**All Requests Must Be Received At Least 30 days In Advance**

Application # \_\_\_\_\_ \$25.00 Application Fee \_\_\_\_\_  
Permit # \_\_\_\_\_ \$25.00 Permit Fee \_\_\_\_\_

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.

Use of Village Facilities, such as, but not limited to, Village parks or other Village-owned properties.

Date: \_\_\_\_\_

1. Name of Organization \_\_\_\_\_
2. Individual Responsible for this request \_\_\_\_\_
3. Address where correspondence be sent \_\_\_\_\_

Telephone No. \_\_\_\_\_

4. Brief description of nature of the request  
(Name of the event, project, etc.) \_\_\_\_\_
5. Location: \_\_\_\_\_
6. Dates and Times Requested \_\_\_\_\_
7. Estimated No. of People Attending \_\_\_\_\_
8. Other Services Requested: (describe)
  - 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 BLDG. DEPT., located at 5 S. Grove St. Approved signs may be erected 30 days prior to event and must be removed immediately after same.**

NOTE: USE OF MOTORIZED VEHICLES IN VILLAGE PARKS IS STRICTLY PROHIBITED.

DEPARTMENTAL COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

ACTION BY VILLAGE BOARD:  
APPROVED: \_\_\_\_\_  
Signature

Date: \_\_\_\_\_  
DISAPPROVED: \_\_\_\_\_  
Signature

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 AS INDICATED ON THE ATTACHED SAMPLE. 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)**

NOTE: If Hamlin Park is used, cc: to Recreation Department, Town of Aurora

**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 \_\_\_\_\_



# CERTIFICATE OF INSURANCE

ISSUE DATE (MM/DD/YY)

10/3/2002

CALLER (585) 591-0262 FAX (585) 591-0738

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

Tompkins Insurance Agencies Inc.  
14 Market Street  
PO Box 300  
Attica, NY 14011

## COMPANIES AFFORDING COVERAGE

### INSURED

ANY CONTRACTOR INC.  
ANY STREET  
ANY TOWN, USA

COMPANY LETTER	A	(insurance company name)
COMPANY LETTER	B	
COMPANY LETTER	C	
COMPANY LETTER	D	
COMPANY LETTER	E	

### COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input type="checkbox"/> OCCUR. OWNERS & CONTRACTORS PROT.	(policy number)			GENERAL AGGREGATE \$ 2,000,000 PRODUCTS-COMP/OP AGG. \$ 2,000,000 PERSONAL & ADV. INJURY \$ 1,000,000 EACH OCCURRENCE \$ 1,000,000 FIRE DAMAGE (Any one fire) \$ 100,000 MED. EXPENSE (Any one person) \$ 5,000
	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> GARAGE LIABILITY	(policy number)			COMBINED SINGLE LIMIT \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE \$
	<b>EXCESS LIABILITY</b> <input checked="" type="checkbox"/> UMBRELLA FORM OTHER THAN UMBRELLA FORM	(policy number) List umbrella if carried			EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKER'S COMPENSATION AND EMPLOYERS' LIABILITY</b>	(policy number)			<input checked="" type="checkbox"/> STATUTORY LIMITS EACH ACCIDENT \$ 100,000 DISEASE - POLICY LIMIT \$ 100,000 DISEASE - EACH EMPLOYEE \$ 100,000
	<b>OTHER</b>				



### DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

East Aurora Boys & Girls Club and the Village of East Aurora are an Additional Insureds on the General Liability and Umbrella Liability Policies. Contractors Liability insurance is primary over any and all collectable insurance. Contractor holds East Aurora Boys & Girls Club and the Village of East Aurora harmless for any and all damages, injury or liability arising out of the course of the work.

### CERTIFICATE HOLDER

Town XYZ  
100 Main Street  
Any Town, USA

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, the issuing company will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.