

For Office Use

_____ \$500 BOND

_____ \$500 FEE _____ EXEMPT

_____ Site Plan Submitted

----- \$250 LATE FEE

TOWN OF HUNTINGTON
100 MAIN STREET
HUNTINGTON, NEW YORK 11743
ANDREW P. RAI, TOWN CLERK
(631) 351-3206

Application for Chapter 91. Carnival, Circuses, Fairs and Amusement Events

1. NAME OF ORGANIZATION: _____
2. PLEASE CHECK IF THE ORGANIZATION IS RELIGIOUS CHARITABLE PATRIOTIC A VOLUNTEER FIRE DEPARTMENT. IF CHARITABLE, PLEASE ATTACH PROOF OF VALID REGISTRATION WITH N.Y.S. SECY OF STATE.
3. ADDRESS: _____
4. NAME OF APPLICANT(Person): _____ PHONE NO.: _____
5. HAS APPLICANT HAD A CONVICTION FOR A VIOLATION OF (THIS) CHAPTER 91 (91.17B) WITHIN THE LAST TWO (2) YEARS? NO YES
6. NAME OF EVENT _____
7. STATE LOCATION OF PROPOSED SITE, NAME(S) ADDRESS(ES) & PHONE NUMBER OF THE PROPERTY OWNER(S):

8. IF APPLICABLE, ATTACH NOTARIZED STATEMENT FROM TRUE PROPERTY OWNER STATING NATURE, EXTENT AND DURATION OF EVENT AND GRANTING PERMISSION TO OPERATE EVENT ON PREMISES.
9. DATE/S & HOURS EVENT WILL BE HELD: Maximum of six (6) days; see §91-8 for restrictions and hours of operation.

10. WILL ATTENDANCE EXCEED 1,000 PEOPLE? NO YES 5,000 PEOPLE? NO YES
11. WILL THERE BE FIREWORKS? NO YES IF YES, NAME OF COMPANY _____
(SEPARATE CERTIFICATE OF INSURANCE MUST BE PROVIDED)
12. WILL SOUND EQUIPMENT BE USED? NO YES
13. WILL GAMES OF CHANCE BE HELD? NO YES, IF YES, ATTACH GAMES OF CHANCE LICENSE APPLICATION.
14. WILL ANIMALS TAKE PART IN THE EVENT? NO YES, IF YES, WHAT TYPES OF ANIMALS:
(SEPARATE CERTIFICATE OF INSURANCE MUST BE PROVIDED)
15. PLEASE ATTACH :
SITE PLAN and
LIST TYPE AND NUMBER OF DISPLAYS, SHOWS, EXHIBITS, BOOTHS, PAVILLIONS, CONTESTS,
VENDORS & RIDES (LICENSE SUBJECT TO REVOCATION PENDING INSPECTION OF RIDES BY THE
NYS DEPARTMENT OF LABOR).

16. WILL THE SERVICES OF AN AMUSEMENT COMPANY BE ENGAGED? NO YES IF YES, PROVIDE COPY OF CONTRACT.

NAME OF AMUSEMENT CO.: _____ PHONE: _____

ADDRESS: _____

17. WILL THERE BE CANOPY TENTS WITH NO SIDES IN EXCESS OF 400 SQ.FT. OR TENTS WITH SIDES IN EXCESS OF 200 SQ.FT.? NO YES IF YES, PLEASE ATTACH CERTIFICATE/PERMIT FROM TOWN OF HUNTINGTON FIRE PREVENTION OFFICE, AFFIRMING THAT TENTS, BUILDINGS, AND STRUCTURES ARE IN A NON-HAZARDOUS AND REASONABLE FIREPROOF CONDITION.

18. IS FOOD IS BEING PROVIDED FOR SALE OR OTHERWISE ? NO YES IF YES, PROVIDE EITHER A COPY OF THE SUFFOLK COUNTY HEALTH DEPARTMENT APPLICATION OR APPROVAL.

19. WILL PROPANE TANKS BE USED IN FOOD PREPARATION? NO YES IF YES, PROVIDE COPY OF FIRE PREVENTION BUREAU PERMIT.

20. WILL BEER/ALCOHOL BE SERVED/SOLD ?

NO LIQUOR YES, IF YES, PLEASE ATTACH COPY OF APPROVAL/APPLICATION PENDING FROM THE NYS LIQUOR AUTHORITY.

*******ALSO PLEASE CONFIRM THAT YOUR CERTIFICATE OF INSURANCE EVIDENCES LIQUOR LIABILITY COVERAGE WITH LIMITS OF NO LESS THAN TWO MILLION AND NO/100 DOLLARS (\$2,000,000.00) PER OCCURRENCE. SAID COVERAGE SHOULD BE IN OCCURRENCE FORMAT AND SHALL BE PRIMARY AND NON-CONRIBUTORY FOR THE TOWN OF HUNTINGTON AND THE TOWN OF HUNTINGTON BOARD OF TRUSTEES, THEIR AGENTS, SERVANTS AND/OR EMPLOYEES*******

21. APPLICANT WILL ENSURE THAT ASSEMBLY, DISMANTLING AND/OR REMOVAL OF EQUIPMENT **SHALL NOT OCCUR AFTER 11 P.M.** ALL AMUSEMENT RIDES, EQUIPMENT, TENTS, PAVILIONS AND OTHER STRUCTURES ERECTED OR USED FOR THE AMUSEMENT EVENT SHALL BE DISMANTLED AND REMOVED FROM THE PREMISES WHERE THE EVENT TOOK PLACE WITHIN THREE (3) DAYS OF THE CONCLUSION OF THE EVENT. FOR EVENTS ON TOWN PROPERTY THE PREMISES MUST BE CLEARED OF ALL EQUIPMENT AND CLEANED WITHIN FORTY-EIGHT (48) HOURS OF THE CONCLUSION OF THE EVENT UNLESS AN EXTENSION IS GRANTED BY THE TOWN ATTORNEY.

REQUIRED: CERTIFICATE(S) OF INSURANCE MUST BE ISSUED BY AN INSURANCE COMPANY LICENSED TO DO BUSINESS WITHIN THE STATE OF NEW YORK WITH LIMITS AND IN A FORM ACCEPTABLE TO THE TOWN ATTORNEY. ALL INSURANCE COVERAGE LIMITS AND REQUIRMENTS MUST BE APPROVED BY THE TOWN ATTORNEY’S OFFICE.

I HAVE READ AND UNDERSTOOD THE QUESTIONS AND REQUIREMENTS HEREINABOVE SET FORTH AND THE ANSWERS ARE THE TRUTH TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THE REQUIREMENTS SET FORTH IN CHAPTER 91 OF THE TOWN OF HUNTINGTON TOWN CODE.

SWORN TO BEFORE ME THIS _____ DAY

OF _____, 20_____

SIGNATURE

NOTARY PUBLIC