

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.: _____
- 4a. HAS APPLICANT HAD A CONVICTION FOR A VIOLATION OF (THIS) CHAPTER 91 (91.17B) WITHIN THE LAST TWO (2) YEARS? NO YES
5. NAME OF EVENT _____
6. STATE LOCATION OF PROPOSED SITE, NAME(S) ADDRESS(ES) & PHONE NUMBER OF THE PROPERTY OWNER(S):

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

9. WILL ATTENDANCE EXCEED 1,000 PEOPLE? NO YES; 5,000 PEOPLE? NO YES
10. WILL THERE BE A FIREWORKS DISPLAY? NO IF YES, BY WHOM?: _____
(SEPARATE CERTIFICATE OF INSURANCE MUST BE PROVIDED)
11. WILL SOUND EQUIPMENT BE USED? NO YES
12. WILL GAMES OF CHANCE BE HELD? NO YES, GAMES OF CHANCE LICENSE APPLICATION ATTACHED.
13. WHAT PARKING FACILITIES WILL BE PROVIDED? _____
14. WHAT TOILET FACILITIES WILL BE PROVIDED? _____
15. WHAT GARBAGE FACILITIES WILL BE PROVIDED?
NAME OF CARTER: _____ PHONE: _____
ADDRESS _____
16. WHAT PROVISION WILL BE MADE TO CLEAN & RESTORE SITE TO PRIOR CONDITION?

17. WILL ANIMALS TAKE PART IN THE EVENT? NO YES, SET FORTH NUMBERS & TYPES OF ANIMALS TO BE USED:

(SEPARATE CERTIFICATE OF INSURANCE MUST BE PROVIDED)

18. **ATTACH SEPARATE** LIST OF NUMBER & TYPES OF DISPLAYS, SHOWS, EXHIBITS, BOOTHS, PAVILLIONS, CONTESTS & RIDES (LICENSE SUBJECT TO REVOCATION PENDING INSPECTION OF RIDES BY NYS DEPARTMENT OF LABOR)

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

NAME OF AMUSEMENT CO.: _____ PHONE: _____

ADDRESS: _____

20. ATTACH CERTIFICATE, IF REQUIRED, FROM CHIEF FIRE MARSHAL, TOWN OF HUNTINGTON, AFFIRMING THAT TENTS, BUILDINGS, AND STRUCTURES ARE IN A NON-HAZARDOUS AND REASONABLE FIREPROOF CONDITION. (CANOPY TENTS, NO SIDES, IN EXCESS OF 400 SQ.FT. OR TENTS WITH SIDES IN EXCESS OF 200 SQ.FT. WILL REQUIRE A PERMIT ISSUED BY FIRE PREVENTION BUREAU - VALID FOR 72 HOURS.)

21. IF FOOD IS BEING PROVIDED FOR SALE OR OTHERWISE HAVE YOU RECEIVED APPROVAL OF THE SUFFOLK COUNTY HEALTH DEPT.? YES, ATTACH COPY OF APPROVAL NO, APPROVAL PENDING, PLEASE ATTACH A COPY OF APPLICATION

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

23. IF BEER/ALCOHOL WILL BE SERVED/SOLD HAVE YOU RECEIVED APPROVAL FROM THE NYS LIQUOR AUTHORITY DEPARTMENT OF ALCOHOL AND BEVERAGE CONTROL?
YES, ATTACH COPY OF APPROVAL NO, APPROVAL PENDING, PLEASE ATTACH A COPY OF APPLICATION

24. 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.

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

BEFORE A PERMIT SHALL BE ISSUED:

1. THERE SHALL FIRST BE FILED WITH THE TOWN CLERK A **CERTIFICATE OF INSURANCE** 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 WILL BE DETERMINED BY THE TOWN ATTORNEY.
2. THERE SHALL FIRST BE DEPOSITED WITH THE TOWN CLERK, IN ADDITION TO AN **APPLICATION FEE OF \$500**, IF APPLICABLE, A PERFORMANCE BOND ISSUED BY A BONDING COMPANY OR SURETY COMPANY APPROVED BY THE TOWN CLERK, OR **CASH OR CHECK, IN THE SUM OF \$500** SO AS TO GUARANTEE THAT THE APPLICANT WILL CLEAN THE AREA AND SUBSTANTIALLY RESTORE THE AREA AT THE CONCLUSION OF THE EVENT.

For Office Use

- \$500 BOND
- \$500 APPLICATION FEE EXEMPT
- SITE PLAN SUBMITTED
- SITE PLAN REVISED ON _____

LICENSE NO. _____ ISSUE DATE _____