

Village of Victor, Building Department
60 East Main Street
Victor, New York 14564



Email: codes@villageofvictor.org
Telephone: 585-924-3311
Fax: 585-924-0282

SPECIAL EVENTS/FESTIVALS APPLICATION

In accordance with Chapter 77 of the code of the Village of Victor and/or the NYS Fire Prevention and Building Code, no-permit required work will begin prior to the issuance of proper permits and/or approvals by the Village of Victor.

All fields must be completed. If not applicable, please mark with N/A

Date: _____

UNSIGNED APPLICATIONS WILL BE RETURNED

SPECIAL EVENT/EVALUATION INFORMATION

NAME OF EVENT: _____ Estimated attendance # _____

EVENT LOCATION: _____

EVENT SPONSOR: _____ NOT FOR PROFIT ORGANIZATION: YES/NO

START DATE & TIME: _____ ENDING DATE & TIME: _____

APPLICANT INFORMATION

NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____ EMAIL: _____

SIGNATURE: _____

MAILING ADDRESS (if different from applicant information)

NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

This application is for short term events. Submittal of application and payment of fees does not imply permission until all permits have been issued.

EVENT NARRATIVE: _____

Fee: \$75 plus any below permits

<u>PERMITS</u>	<u>FEE</u>	<u>Y/N</u>
Fire/Life Safety Inspections (Carnivals/Fairs/Exhibits/Trade Shows & Others).....	\$50	_____
Conduct a Fireworks Display.....	\$50	_____
Tents Over 200 Square Feet.....	\$50	_____
Special Amusement Events (Includes Haunted Houses).....	\$50	_____

-CONTINUED ON BACK-

RULES AND REGULATIONS

The Applicant:

1. Agrees to indemnify and hold harmless the Village of Victor, its officers and employees from all claims of damage to persons or property that may result from the activities permitted hereunder, and if requested, furnish corporate surety or proof of insurance for such indemnity and in such amounts as the Village may deem requisite.
2. Must have a responsible person available on site for entire event.
3. Must post Special Event Permit on site during event.
4. Is responsible for all the activities permitted hereunder, which must be operated in conformity with all applicable laws and regulations, including but not limited to all safety, noise and health laws as may apply.
5. Is responsible for security to protect internal operations of said activities.
6. Must not advertise the event until approval is received from the Village of Victor.
7. Must be compliant with the Americans With Disabilities Act (ADA) Regulations.

The Village:

1. Reserves the right to determine to whom permits are issued.
2. Will confirm that there are no outstanding violations to the Village Code or the New York State Uniform Fire Prevention and Building Code on the property at which the Special Event will be held.
3. Reserves the right to require any Applicant to provide notice to neighbors before Special Event occurs.
4. Can cancel or modify the permit if the applicant is in violation of the terms or conditions of permit.
5. Is NOT responsible for any sums of money expended by applicant in anticipation of the planned activity.
6. This application must be submitted for approval 60 days prior to the event.

SIGNATURE AND ACKNOWLEDGEMENT

_____, being duly sworn, deposes and says that he/she is the true Applicant or representative
Named

Of said Applicant, that the statements in said application are true and that I have read and understand the rules and regulations.

Signature of Applicant (or representative): _____ Date: _____

THE SPECIAL EVENT PERMIT IS NOT TRANSFERRABLE.

VILLAGE APPROVALS REQUIRED

All applications are reviewed by the Village Clerk, Village Board and Fire Marshal to ensure compliance with Chapter 77 of the Village Code applicable Village and State Laws, and for the following: 1) The proposed location is adequate for the size and nature of the event; 2) The event does not unreasonably interfere with the activities of people living or working in the area; 3) The event is not likely to cause injury to persons or property; 4) The event does not create a disturbance, cause disorderly conduct, or encourage or result in violation of the law; 5) There is adequate vehicular and pedestrian traffic control.

Village Board: _____ Date of Approval: _____ Comments: _____

Fire Marshal: _____ Date of Approval: _____ Comments: _____

Village Clerk: _____ Date of Approval: _____ Comments: _____