



# Village of Cherry Valley

806 E. State Street

Cherry Valley, IL 61016

815-332-3441 or Fax: 815-332-3414

## Carnival Permit Application

Name of Applicant/Organization: \_\_\_\_\_

Address / Location of Carnival: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

Date carnival will be erected: \_\_\_\_\_ Date dismantled \_\_\_\_\_

Carnival Operator: \_\_\_\_\_

Address	City	State	Zip
_____	_____	_____	_____
_____	_____	_____	_____

Phone	Fax	Email
_____	_____	_____

License #: \_\_\_\_\_

Electrical Contractor: \_\_\_\_\_

Address	City	State	Zip
_____	_____	_____	_____
_____	_____	_____	_____

Phone	Fax	Email
_____	_____	_____

Registration #: \_\_\_\_\_

The Carnival  will  will not have electrical equipment.

**Electrical:** When electrical equipment is to be used, a request for inspection by the Winnebago County Building Department, Electrical Division shall be scheduled as soon as possible to be conducted when connection electrical equipment to power source is nearing completion. Call (815) 319-4350 to schedule. Fax form(s) to (815) 319-4351, attention Electrical Inspector.

**Fire:** When tents are more than 120 sq. ft. in area; to be used for assembly of more than 10, or heat-producing cooking appliances are to be used in proximity of tents, an inspection by the Fire Department Fire Prevention Bureau shall be scheduled as soon as possible to be conducted when tent erection and installation of cooking appliances are nearing completion.

**Water:** Will any connections to the Village of Cherry Valley's hydrants be required? \_\_\_\_\_

1. Carnivals located on Village of Cherry Valley property, regardless of time frame, require a permit and Village Board approval.
2. Carnivals wishing to operate on private property require Village Board approval.
3. Must Call Public Works Department at 815-332-2188 for Water Usage 24 Hours prior to event to Schedule Water.

# CARNIVAL PERMIT APPLICATION FORM

The undersigned hereby applies to the Village of Cherry Valley, Illinois for a permit to erect a carnival as described herein, and if granted, the permit applied for shall comply with all requirements of Village Ordinances relating thereto and pay the fees required by such ordinances. No error or omission in this application, whether approved by the Zoning Section of the Community Development, Building or Fire Departments or not, shall permit or relieve the applicant from erecting the carnival in a manner other than provided for in the Ordinances of this Village relating thereto. I hereby certify that the proposed carnival is authorized by the property owner of record and that I have been authorized by the property owner and fully understand the intent thereof and declare that the information contained in this application is true and correct.

<hr/> Signature of Applicant	<hr/> Date	<hr/> Name of Owner (type or print)
<hr/> Applicant Name (print or type)	<hr/> Date	<hr/> Street Address of Applicant
<hr/> Title	<hr/> Phone Number	<hr/> Applicant City, State, Zip

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### For Office Use Only

- Other permits required:
- Electrical       Public Works
  - Applicant       Legal               Police Department
  - Electrical       Fire Department
  - Contact Water Division of Public Works for water connections

FEES: Separate payment required for each of the following, (2 checks).

Carnival/Circus: \$100.00 per day x \_\_\_\_\_ days = \$\_\_\_\_\_ Total amount due

Water usage: \$60.00 per day x \_\_\_\_\_ days = \$\_\_\_\_\_ Total amount due

Permit Approval / Disapproval:

Police Chief: _____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove
Signature                  Date	
Village President: _____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove
Signature                  Date	
Public Works Dir.: _____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove
Signature                  Date	
Village Designee: _____	<input type="checkbox"/> Paid
Signature                  Date	

**WINNABAGO COUNTY DEPARTMENT OF REGIONAL PLANNING  
AND  
ECONOMIC DEVELOPMENT  
404 ELM STREET, ROOM 301 • ROCKFORD, IL 61101**

**INSPECTIONS REQUIRED**

1. Footing inspection, when footings are formed prior replacement of concrete, allow 24 hrs.
2. Backfill inspection, when foundation damp proofing and drain tiles are installed, prior to backfill.
3. Electric service inspection.
4. Underground plumbing (before concrete floor is poured).
5. When roof is on, windows in, siding on, electric, plumbing and heating roughed in, will make all inspections in one day. (also septic hook up)
6. When trades are completed we will make a final inspection and if all trades are approved, our office will issue a Certificate of Occupancy upon request, call 815-987-3090. Please allow 48 hours between final inspections and issuance of the Certificate of Occupancy.
7. Inspectors have 3 working days from the day of the call to conduct inspections. Inspections called in before 9:00 a.m. will be conducted on that day if workload permits.

TO SCHEDULE INSPECTIONS, INSPECTORS CAN BE REACHED WEEKDAYS:  
7:30 A.M. - 9:00 A.M. and 3:00 P.M. - 4:00 P.M.

STRUCTURE	815-987-3098	815-987-3002	BOCA 1996
ELECTRICAL	815-987-2560	815-987-3092	CABO 1995
PLUMBING & HEATING	815-987-2561	815-987-3094	