

REQUIREMENTS FOR CARNIVAL LICENSE

Completed application and fee of \$50.00 per day (maximum 5 days).

Completed sign off sheet for inspections

Certificate of liability insurance in the combined single limit of not less than \$2,000,000.00 per occurrence and \$2,000,000.00 aggregate for bodily injury and property damage. The policy must have a 10 day cancellation notice and have the City of Akron named as an additional insured.

Copy of site map signed and dated by the Fire Prevention Bureau.

Copy of ride permit (for same number of rides on site map) from Summit Co. Building Department.

Copy of tent permit, if applicable (required if tent is over 10 x 10, must be flame resistant) from Summit Co. Building Department.

Copies of current inspection sheets from the State of Ohio for each ride included on site map.

List of officers or private security personnel scheduled for the event. **Must have at least 2 on duty at all times during hours of operation.**

Applicant schedules inspections by Fire Prevention, Summit County Health and Police-Vice Unit for the first day of the event prior to opening. Sign off sheet will be completed as inspections are done.

Completed sign off sheet is brought back to the office. At that time the license can be issued.

*If the event includes the exhibition of live animals, permitting contact between the animals and the public, a Petting Zoo License is also required.

Contact phone numbers:

Summit Co. Building Dept – ride permits (330) 375-2010

Summit Co. Building Dept – tent permits (330) 630-7280

Fire Prevention Bureau – site map approval & on-site inspection (330) 375-2211

Akron Police Dept (Officer Dan Gump) – security (330) 375-2658

Summit Co. Health District – on-site food inspections (330) 926-5600

Akron Police Dept (Vice Unit) – on-site inspection

GUIDELINES

FOR FOOD VENDORS, FAIRS, CARNIVALS, AND FESTIVALS

1. Adequate aisles shall be provided for Fire Department access. Set-up must be per pre-approved site plan. Plans must be approved through the Fire Prevention Bureau. A fire inspection prior to opening to the public is required.
2. Fire extinguishers should be provided at each food concession stand or booth, and at each mechanical/power station. All required fire extinguishers must be a minimum of 5 pounds ABC rated. **(Exception: Mechanical power equipment will require a 10 pound ABC rated unit.)** Every fire extinguisher will be fully charged, properly tagged and accessible.
3. LP gas bottles, where permitted shall have a substantial base or be anchored to a stable object. A maximum of one 60 pound per appliance may be permitted for outside use only. Spare bottles shall not be located on site. The supply hose will be in good repair and not show signs of damage.
4. Tents - Application for a tent permit should be made to the Fire Prevention Bureau office. A site drawing with all pertinent dimensions, of the tent, distance to buildings and property lines, the certificate of flame resistance, and the date of set-up and tear-down shall be submitted. Aisles and exits in the tent will be maintained. Cooking in the tent is not permitted. A final inspection is required.
5. Events with carnival rides must be inspected by the State inspector prior to their opening to the public. The set-up will match that of the pre-approved site drawing. (Submit site drawing for approval one week prior to event.) A final inspection is required.
6. Electrical - Wiring is to be of proper size and type suitable for outdoor use. Location of wiring will not pose a shock or tripping hazard.

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7. Wood structures for public use shall be of flame resistant lumber or treated with a flame retardant "paint."
8. Pyrotechnic Display - A permit is required. The shooter should make application for the permit to the Fire Prevention Bureau office at least 30 days in advance of the display. He will need to show proof of insurance, shooters certification from the state, dates and times of the display, and the location. Approval of the site is necessary.

CITY OF AKRON
Treasury/License Division
161 S High St, Suite #200
Akron OH 44308
(330) 375-2484

CARNIVAL LICENSE APPLICATION
(Please Print)

BUSINESS NAME _____ CITY OF AKRON
INCOME TAX# _____

BUSINESS LOCATION _____ PHONE # _____

NAME OF APPLICANT _____ TITLE _____

ADDRESS OF APPLICANT _____ PHONE # _____

BIRTHDATE OF APPLICANT _____ SOC SEC # _____

LOCATION OF CARNIVAL _____

_____ SPONSOR _____

FORM OF OWNERSHIP: SOLE PROPRIETORSHIP PARTNERSHIP CORPORATION

IF PARTNERSHIP OR CORPORATION, LIST OFFICERS/PARTNERS:

NAME	ADDRESS	PHONE #	TITLE
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NAME	ADDRESS	PHONE #	TITLE
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HAS ANY PERSON ASSOCIATED WITH THE BUSINESS EVER BEEN ARRESTED? YES NO

IF "YES", LIST ALL ARRESTS, DATES, PLACE, AND DISPOSITION OF EACH ARREST:

THE UNDERSIGNED STATES THAT ALL THE ABOVE INFORMATION IS TRUE. THE UNDERSIGNED ACKNOWLEDGES RECEIPT OF THE LICENSING ORDINANCE AND UNDERSTANDS THE PROVISIONS THEREIN. FALSIFICATION OF INFORMATION IS GROUNDS FOR DENIAL OF THE LICENSE.

SIGNATURE OF APPLICANT

DATE