



NORTHERN ILLINOIS UNIVERSITY

Division of Student Affairs

FIREWORKS POLICY

Dean of Students
Altgeld Hall 208
815-753-1573

In order to have a Fireworks display on campus, the sponsoring organization must adhere to the following guidelines. Paper documentation must be supplied to the Holmes Student Center – Reservations and Event Management Office (2nd floor – room 253) no less than one (1) month prior to the event.

All City and State requirements must be followed. A checklist by the City of DeKalb can be obtained at City Hall. (A copy of this checklist must be filed with the Holmes Student Center – Reservations and Event Management Office (2nd floor – room 253).

The supplier of the firework devices must be licensed and insured in the State of Illinois. (A copy of the license and certificate of insurance must be supplied to the Holmes Student Center – Reservations and Event Management Office (2nd floor – room 253). Additionally, any contracts between the university and firework’s vendor should indemnify and hold the university harmless from any damages and injuries resulting from the use of the firework devices. Copies of said contract must be supplied to the Holmes Student Center – Reservations and Event Management Office (2nd floor – room 253).

The fireworks operator must be licensed and insured in the State of Illinois and should indemnify and hold harmless the university for any damages and injuries resulting from his/her behavior. (Again, written documentation must be supplied for all of these points.)

NIU Department of Police & Public Safety must be contacted no less than four (4) weeks prior to the event. The Fire Department of the City of DeKalb must approve the event, and any necessary provisions outlined by the Department must be followed.

The sponsoring organizations must have sufficient funds and agree to pay any and all expenses resulting from the display. Expenses will include, but will not be limited to: Necessary emergency vehicles and personnel, grounds crew, security, firework devices, and operator costs.

The university retains the right to determine the time, date and place for the display. The university also retains the right to cancel and/or stop the event at any point – due to reasons of safety or inclement weather.

Additional requirements may be necessary for certain events and will be determined on an individual basis.

By signing below, the sponsoring organization agrees to follow and abide by all of the above points.

Student Organization Name

Student Organization President Signature

Date

Student Organization Advisor Signature

Date