



TENT PERMIT

SUBMITTAL ONLINE TO INCLUDE:

2021 International Fire Code requirements

IMPORTANT: If the event involves retail sales or promotes business sales, a Specific Use Permit (SUP) is required prior to a tent permit being issued. NOTE: The SUP is NOT a tent permit.

Applicant shall supply the following information when applying Online:

- 1) Site plan clearly indicating tent location on the property, include an interior plan showing seating and tables.
- 2) Flame Retardant Certificate from tent supplier.
- 3) Anchor Details
- 4) Is there food preparation in the tent? YES - NO
- 5) Are lights and/or power provided for tent? YES - NO

Fire Department will approve the permit and the Permit Tech will Invoice and Issue the Permit.

Inspection to be requested online in Energov/CSS