



Application for Temporary Tent Installation

Tent Vendor:

Name: _____

Company: _____

Address: _____

Phone: _____

Email: _____

Business Requesting Tent:

Name: _____

Organization: _____

Address: _____

Phone: _____

Email: _____

Type of Event: _____

Number of Tents to be installed: _____ Square footage of Tent(s): _____

Location and Description of Use:

Site Plan showing location of tent and other structures on property, size, configuration and proposed use of tent must be submitted with application.

Date of installation: _____ Date of removal: _____

Applicant Name: _____

Applicant Signature: _____

Applicant Email: _____ Applicant Phone: _____

Summary of requirements:

- Minimum of 10 feet between stake lines (possibly larger if egress requirements dictate). Adjacent tents shall be spaced to provide an area to be used as a means of emergency egress.
- Tents shall not exceed 1200 square feet in ground area and shall not cover more than 75% of the premises.
- The placement of tents relative to other structures shall be at the discretion of the authority having jurisdiction, with consideration given to occupancy, use, opening, exposure and other similar factors.
- Flammable or combustible material cannot be located under the tent or within 10 feet surrounding the tent (including combustible vegetation). Area must be kept clear of same during all periods of public use.
- No hay, straw, shavings or similar materials may be used if tent is to be used as a public assembly (50 or more occupants).
- All tent fabric shall meet the flame propagation performance criteria contained in Test Method 2 of NFPA 701. An acceptable certificate or report of flame propagation performance must be submitted.
- Smoking is not permitted under the tent or directly adjacent to it. NO SMOKING signs must be posted conspicuously.
- No fireworks or open flame permitted.
- Portable fire extinguishers of approved type shall be furnished and maintained in tents in such quantity and in such locations as directed by the AHJ.
- Any electrical equipment, including heaters, shall be listed by UL or FM and installed in compliance with the National Electrical Code (NEC).
- All applicable requirements of the Life Safety Code, NFPA 101, shall be met. (Exit egress width, travel distance, arrangement of seating, etc.)