



SPECIAL EVENT APPLICATION

TEMPORARY TENT / STAGE / AIR-SUPPORTED STRUCTURE / BLEACHERS PERMIT APPLICATION

Tent Permit: \$50.00 per tent Stage Permit: \$100.00 per stage

Installation Company Name: _____

Street address: _____

City: _____ State: _____ Zip code: _____

Phone: _____ Email: _____

Type and Quantity of Temporary Structure(s):

Tent # _____ Stage # _____ Air-Supported Structure # _____ Bleachers # _____

Stages will also require a general building permit application

Location of Structure(s) (address of event): _____

(Indicate location of all structures, parking, all existing facilities and features on required site map)

Size/Dimensions of Structure(s): _____

Dates of Temporary Structure(s) (not to exceed 30 days):

Installed: _____ In Use: _____ Dismantled: _____

Certificate of Proof for Fire Resistance: YES (attach certificate) NO

(Article 18, Section F-1801.3 BOCA Basic Fire Prevention Code)

Issued by: _____ Issue Date: _____

Signature of Installer: _____

Signature of Property Owner: _____ Ph. _____

Structural drawings & calculations must accompany any stage permit application

Office Use Only: Per Occupant: 7 sq. ft./chairs; 3 sq. ft./standing

Occupant Load Limit/sq.ft. _____ # of Exits: _____

Permit Approved by: _____ Date: _____

Name of Event:

Date of Event: