

Tent Operating Permit Application

Please fill in all applicable information. Incomplete applications will be returned.

Single Tent

Multiple Tents

Town

Village

Business Name: _____

Application Date: _____

Address of Activity: _____

Permit needed by: _____

Mailing Address: _____

Tent Install Date: _____

Type of Business: _____

Event Start Date: _____

Name of Applicant: _____

Event End Date: _____

Local Phone #: _____

Tent Removal Date: _____

Fax #: _____

Email Address: _____

Tent Supplied By: _____

Phone # _____

Address of Tent supplier: _____

Cell # _____

Type of Event: _____

Purpose of Tent: _____

Application continues on reverse side, please turnover and complete.

Documentation:

The following documentation is required to be submitted.

- Certification of flame resistant treatment compliant with NFPA 701
- Certificate of insurance for Workmen’s Compensation / Employee Liability and Disability Insurance held by the Tent Installer.
- Crowd Control Management Plan for public assembly events
- Detailed Site Plan showing:
 - Location of tent, including guy wires and ropes
 - Existing buildings
 - Property lines
 - Distance between tents when applicable
 - Parking when applicable
 - Portable rest rooms when applicable
 - Cooking equipment and fuel storage when applicable
- Detailed Floor Plan showing:
 - Interior dimensions
 - Paths of egress
 - Location of fire extinguishers
 - Location of emergency egress lighting or a written statement indicating the tent will not be open during the hours of darkness.
 - Location of emergency exit signs or a written statement indicating the tent sides will always be open when the tent is open to the public.
 - Location and type of contents in the tent
 - Seating plan when applicable
 - Heating equipment and fuel storage when applicable

Application fee shall be based on the schedule of fees available from the Victor Building Department and shall be submitted upon approval of application.

Acceptance does not relieve the Applicant, Business, Parent Corporation or Agents thereof, from complying with all applicable provisions of the law and or codes whether, stated, implied, or omitted in the application and submitted documentation. Incorrect information or failure to maintain the provisions of the permit may result in revocation of the permit.

Applicant signature

Date

Office Use Only

- | | | |
|--|-------|------------------------|
| <input type="checkbox"/> Application Reviewed | _____ | Building Type |
| <input type="checkbox"/> Submitted Documentation Reviewed and Accepted | _____ | Occupancy Class |
| <input type="checkbox"/> Site Inspection passed _____ | _____ | Permit Issue Date |
| <input type="checkbox"/> Tent Permit Authorized _____ | _____ | Permit Expiration Date |