



Tent Permit Application

SCOTTSDALE FIRE DEPARTMENT
FIRE & LIFE SAFETY DIVISION



The following information is required to obtain a use permit for a Tent.

Company requesting permit _____

Address _____

Phone # _____ Fax # _____ AZROC# _____

Name of event _____

Type of event _____

Person holding the event _____

Name of property owner _____

Address where event will be held _____

EVENT DATES AND HOURS OF OPERATION

	<u>DATE</u>	<u>DAY OF WEEK</u>	<u>HOURS FROM AM/PM TO AM/PM</u>
SET UP	_____	_____	_____
DAY 1	_____	_____	_____
DAY 2	_____	_____	_____
DAY 3	_____	_____	_____
DAY 4	_____	_____	_____
DISMANTLE	_____	_____	_____

ANTICIPATED ATTENDANCE: AT ONE TIME _____ PER DAY _____ TOTAL _____

	<u>NUMBER OF</u>	<u>SIZES</u>	<u>FLAME CERTIFICATE PROVIDED</u>
TENTS	_____	_____	_____
TENTS WITH NO SIDES:	_____	_____	_____

Location on property _____

How many feet from any buildings _____

How many feet from any streets _____

Is it in a parking lot Yes No

If yes, vehicle restriction is required 20 feet away from tent or canopy.

Will there be any power supply? Generator Other No

If Generator - _____ Kw size
(Generators 20Kw and larger require a separate permit from the City of Scottsdale)

Will any vehicles be displayed INSIDE during the event? Yes No

If yes, a separate Vehicle Display permit will be required.

On Site Sales Person / Contact: _____
Phone # _____

Preferred inspection date and time: _____

❖ A DETAILED SITE PLAN IS REQUIRED FOR ALL PERMIT REQUESTS. ALL ABOVE INFORMATION MUST BE INCLUDED WITH YOUR SITE PLAN

❖ AN AERIAL PHOTO SHOWING THE LOCATION OF THE EVENT ON THE PROPERTY AND ANY REQUIRED SAFETY ZONES IS REQUIRED.

- ❖ FAX THIS FORM TO 480-312-1850 **OR**
- ❖ EMAIL THIS FORM AND SITE PLAN TO PEARLS@SCOTTSDALEAZ.GOV
- ❖ EMAIL THE AERIAL PHOTO TO PEARLS@SCOTTSDALEAZ.GOV
- ❖ QUESTIONS/INFORMATION CALL 480-312-1843