**APPLICATION FOR TEMPORARY STRUCTURE PERMIT**

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PERMIT #

**LOCATION ADDRESS**:

PROJECT/BUSINESS TENANT: TENANT PHONE: PROJECT NAME: \_\_\_

SQ. FT. (Round UP to nearest 10 sq. ft.)

|  |
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| **DETAILED DESCRIPTION OF WORK:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**CONTRACTOR**: EMAIL: ADDRESS: PHONE: CITY: STATE: ZIP:

**PROPERTY OWNER**: PHONE: ADDRESS: EMAIL: CITY: STATE: ZIP: **TENANT NAME**: **TENANT PHONE**:

Applicant must provide a site plan showing property lines, street location(s), location of tent(s), size(s) of tent(s) and location of all structures located on the property. Please provide Flame-resistant/Smoke-development date sheets from manufacturer and how the tent(s) will be anchored to the ground surface. Additionally, a layout that includes vendor locations, aisle locations and width, exit locations and width, proposed occupant load, locations of portable fire extinguishers, and seating areas must be provided. Provide detailed plans showing how the electric service will be provided to every aspect of the event and meets all requirements of the code.

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| **FEES OWED:**  |  |  |
| The office will determine fee totals. (See fee schedule for reference) Please contact us with any questions. |  |  |
| [ ]  Check |  |  |
| [ ]  Cash |  |  |
| [ ]  Credit Card |  |  |
|  |  |  |
| Do not send payment with initial submittal. |  |  |
| SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Applicant, Agent, Owner |  |  |
|  |  |
| **TOTAL** | $ |