



Arlington Fire Prevention Tent Permit Application

Event address:	
Name of event:	Date(s) & time(s) of event:
Applicant name:	Applicant phone number:
Applicant email:	Date tent to be erected:

1. If a Special Event/Temporary Outdoor Permit has not been issued at CD&P, collect the following:

- ☐ Site plan
- ☐ Flame Retardant Certificate
- ☐ Number of daily attendees expected: _____

2. For all Tent Permit applications:

- ☐ Fire Extinguishers size 2A10BC (minimum 1 per tent or per 3,000 sq. ft)
- ☐ No Smoking Signs

3. For all Tent Permit applications:

- ☐ Operational Permit Fee: \$50.00 per tent – **Any tent in excess 400 sq. ft.**

There is a 2.75% service charge for using a credit card to make payments

- ☐ After hours inspection Fee: \$398.00 (4 hour minimum) if the tent will be erected *
 - a. After 5 p.m. on any weekday except Friday;
 - b. After 4 p.m. on Friday or
 - c. Any time on Saturday, Sunday or City Holiday.

Tent 1:	Tent size:	Sq ft of tent:
Tent 2:	Tent size:	Sq ft of tent:
Tent 3:	Tent size:	Sq ft of tent:
Tent 4:	Tent size:	Sq ft of tent:
Tent 5:	Tent size:	Sq ft of tent:

Supervisor approval - Signature	Date	Fee
Cashier	Date	Fee Paid