



Hartford Fire Department

Fire Prevention Division

812 VA Cutoff Rd., White River Jct., VT 05001

Office: 802-295-3232 Fax: 802-295-5143

TENT PERMIT APPLICATION

Have you consulted with a Fire Marshal regarding this project? **No:** _____

Yes/Name: _____

All sections are required to be filled out completely and shall be typed or printed legibly

Section A - Tent Site Location and Vendor Information

Building Name or Site Name: _____

Building Address:

911 Number / Street

City

State

Zip

Tent Vendor:

Address:

Mailing Address

City

State

Zip

Phone: _____

Email: _____

Section B - Applicant Information

Company: _____

Contact Person: _____

Address:

Mailing Address

City

State

Zip

Phone: _____

Email: _____

Section C - Occupancy / Use of Tent

Assembly Mercantile Storage Other: _____

Type of Event: _____

How many days is event running: _____

Date of Event: _____

Date & Time ready for inspection: _____

Tent Information

Single or Multiple Sites

Tent square footage: _____

Number of exits: _____

Occupant Load: _____

Tent fabric fire resistant: Y / N **Date:** _____

Tent occupied in hours of darkness: Yes No

Year tent manufactured: _____

Location of nearest building (10' min.) _____

20' fire lane maintained Yes No

Site plan drawn to scale: Yes No

Fire extinguishers: Yes No

Exit Signs & emergency lights: Yes No

Electrical power provided: Yes No

Emergency Plan: Yes No

Weather monitoring: Yes No

Heating Appliances: _____

Cooking Appliances: _____

LP gas cylinders are at least 5' from tent: _____

Arrangement of seating: _____

This section for office use only

Site # _____ **Received date** _____ **Reviewer** _____

Check from _____ **Check #** _____ **Amount** _____ **Approval date** _____

Section D - Description / Scope of work

Please provide a description of the work being performed. Attach additional pages as necessary.

Section E - Project Valuation and Fee Calculations

The permit fee is based on the total valuation of the tank installation for which the permit is being obtained. For projects involving volunteer labor and donated material, the valuation of construction work is based on the value of the volunteer labor as well as the donated materials when calculating the permit fee.

	Tank Installation	\$
	Design Services	\$
	TOTAL PROJECT VALUATION	\$
Fee is \$8.00 per \$1000 of total project valuation. Calculate fee by multiplying TOTAL PROJECT VALUATION BY 0.00800		0.00800
There is a \$50 Minimum Fee This line is for the fee as calculated or \$50 whichever is greater.		\$

***** Please make all checks payable to the Hartford Fire Department *****

Section F - Project Specific Details

All shop drawings should be drawn on sheets of uniform size and at a minimum should include the following information:

Submittals shall be in accordance with NFPA 91 or NFPA 96 and the following:

- Plans shall include complete hood, duct, and mounting dimensions
- Plans shall include distances from combustibles
- Plans shall include a roof detail showing the exhaust fans and all equipment within 15 feet
- Specific information and manufactures UL listing shall be provided for all hoods calculated for other than code requirements
- Completed calculations shall be shown for both the CFM and FPM used in sizing the exhaust duct and fan

Project State Date:

Project Completion Date:

General Information

I hereby attest by my signature under 13 V.S.A. 3016 (filing a FALSE CLAIM with a department or agency of the state) that the information contained within this form is correct and accurate to the best of my

Signature of Applicant

Date

RETURN THIS FORM AND PAYMENT TO:

Hartford Fire Department - 812 VA Cutoff Rd., White River Jct., VT 05001