



TEMPORARY STRUCTURE PERMIT

No Fireworks of any type allowed in tents.

Permit Number: JIA – TSES -

Event Name:

Event Dates: through

Event Location:

Event Coordinator:

Event Coordinator Contact No:

E-Mail:

Event Crowd Manager Name:

Tent / Structure Company:

Company Address:

Contact #:

Type of Structure:

Air-Inflated Structure: ☐

Air-Supported Structure: ☐

Tent: ☐

Membrane Structure: ☐

Temporary Special Event Structure: ☐

Size of the Structure: x Square Feet:

Sides Rolled: Up: ☐ Down: ☐

Other Documents Required for Permit:

Flame Spread Rating Certificate: ☐

Site Plan: ☐

Tie Down Plan: ☐

Floor Plan: ☐

Tent Floor Plan, must indicate the following:

Exits: ☐ Exit signage: ☐ Emergency Lighting: ☐

Fire Extinguishers Location: ☐ Tables / Chairs location: ☐ Stage: ☐

Lighting: ☐ Cooking: ☐ Food Warmers: ☐ Heaters: ☐

All tents / special event structure shall be anchored according to manufactures recommendations. In the event of no manufactured recommendations the tent or event structure shall be anchored down with a 40-pound weight on each leg for each 100 (10' x 10') square feet of space. 200 square feet = 80 pound on each leg, etc.