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COVID TENT PERMIT APPLICATION

Business Name:		
Business Address:		
City:	State:	Zip:
Primary Contact:		Cell Phone:
Date of Set-Up:		Hours of Operation:
Rental Company:		
Rental Address:		
City:	State:	Zip:
Rental Contact:		Phone:
Brief Description of Operations for the Tent:		
Estimated Attendance:	Inspection Date:	Inspection Time:
Applicant Signature:		Date:
Normal inspection hours are Monday – Friday 7:00 am to 4:00 pm.		
Note: Permits that require after hours inspections will be billed at our overtime rate.		

SUBMIT APPLICATION TO: codeenforcement@sfd.cityofsacramento.org

To ensure your application is processed in a timely manner, please include the following documents with your application:

- A site plan for the location of the tent, with measurements showing distances to buildings and property lines. A minimum 20-foot separation and fire access is required. Access to any fire hydrants or connections is also required.
- A floor plan of the tent, showing the following:
 - location and number of exits,
 - fire extinguishers,
 - stages,
 - seating arrangements, tables and other objects
 - **Square footage**
- Certificates showing the tent to be flame retardant and the State Fire Marshal's seal.
- A copy of your Insurance liability for this event. The City of Sacramento shall be listed as a co-insured or hold harmless
- Any cooking or open flames.
- Heaters and ventilation
 - If you will be using any heating devices you will need to provide the manufactures cut-sheets on the devices
- A brief description of your event
- Tents or canopies that are to be used for an Assembly purposes and up 30 days or longer need to have plans submitted to the Building Department for review and approval.

*** Please note that Fire Department Personnel will use the provided site layout to mark approved areas for heating devices.