



TENT PERMIT APPLICATION

This permit is only required for tents 600 sq ft or larger.

Please complete all sections of this application. An incomplete application will be returned to applicant.

PLEASE RETURN TO EITHER:

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| Marion Fire Station #2 3933 Katz Drive Marion, IA 52302 | Marion Building City Hall 1225 6 th Avenue Marion, IA 52302 |
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| | |
|--|-----------------------|
| OFFICE USE ONLY: | |
| Permit #: _____ | Date Submitted: _____ |
| Fee Submitted: _____ | Receipt #: _____ |
| Date Notification and plans were sent to Fire: _____ | |

1. APPLICANT INFORMATION

Applicant: _____

Contact Name: _____ Contact Phone: _____

Mailing Address: _____

Contact Email Address: _____

2. GENERAL INFORMATION

Property Address: _____

Description of Work: _____

Total Tent Square Footage: _____

3. INSTALLER INFORMATION

Installer Name: _____ Installer Phone: _____

Installer Address: _____

4. SUBMITTAL INFORMATION

License Fee Enclosed (\$50.00/tent). Note: Fire Station #2 only accepts cash/check. YES NO

Site Plan: YES NO

Site plan must show dimensions of setbacks from property lines, existing structures, parking lots, etc. Dimensions must comply with the following:

- Structure must be at least 20 feet from lot line, buildings, other temporary structures, parked vehicles or internal combustion engines
- Certification of flame retardance must be attached to the structure or accompanying this form
- Cooking/heating equipment cannot be within 10 feet of an exit
- No grease-laden vapors within 20 feet of tent
- LP Cylinders 500 gallons or less must be at least 10 feet from structure. Gas lines must be protected.

Any questions regarding Tent requirements and submittal documentation can be directed to the Fire Department. Please call them at 319-377-8237.