

Temporary Structure - Site Submittal Form

This form is to be completed by a representative of the department/unit requesting a temporary structure.

Date of Application: _____

Type of Temporary Structure: ☐ Tent ☐ Stage/Platform ☐ Other: _____

Has the temporary structure been submitted to the UK Fire Marshal's Office for approval? ☐ No ☐ Yes

UK Fire Marshal Temporary Structure ID #: _____ (may be left blank and completed by the Fire Marshal's Office)

SUBMITTER'S INFORMATION

Name of Person Requesting Site Placement: _____

Phone: _____ Email: _____

Representing Department or Unit: _____

SITE INFORMATION

Description of the site where the temporary structure will be placed:

Approximately how close to the nearest building or other temporary structure will this be located?:

The temporary structure will be erected on: ☐ Hardscape ☐ Turf ☐ Other: _____

STRUCTURE INFORMATION

Manufacturer Name: _____ Model #: _____

Overall size of the structure: _____ Width: _____ Length: _____

Total area of the temporary structure: _____

What is the intended use of this structure?: _____

Date of placement: _____ Date of removal: _____

SUBMISSION CHECKLIST

- ☐ Site plan showing the location and distances to adjacent buildings or other temporary structures
- ☐ Floor plan showing emergency exit lighting and exit sign locations