



**Bureau of Fire Safety
& Housing Inspection**
William S. Drake, Fire Official
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APPLICATION FOR A FIRE SAFETY PERMIT

TENT OR CANOPY

APPLICANT	PROPERTY OWNER
Name:	Name:
Address:	Address:
Telephone #	Telephone #
Facsimile #	Facsimile #
Cellular #	Cellular #

I would like a Fire Safety Permit for a:

☐

Tent - A structure, enclosure, or shelter, greater than 900 square feet in area or more than 30 lineal feet in any direction, constructed of fabric, and having walls on 25 % or more of the lineal perimeter.

☐

Canopy – Any structure, enclosure, or shelter, greater than 900 square feet in area or more than 30 lineal feet in any direction, constructed of fabric, having walls less than 25 % of the lineal perimeter.

The exact dimensions of the Tent or Canopy are as follows:

_____ ft. wide X _____ ft. long

The Tent or Canopy will be used on/between (date) _____;

during the hours of _____.

The Tent or Canopy will be erected on (date & time) _____

Tent Contractor Information: **Name:** _____

Address: _____

Phone #: _____

The Tent or Canopy will be used for the following purpose:

The Tent or Canopy will be erected in the following location:

(include street address as well as description of location on property)

This application must be accompanied by the following:

- ☐ A site plan showing the location of the tent/canopy in relation to other nearby structures;
- ☐ A plan showing the location and dimensions of tables, any platforms or dance floors, cooking appliances (if any), and also indicating the number of persons anticipated at the event;
- ☐ If a tent is utilized with more than two (2) sides, the number, location, and type of exit (flap, door, etc);
- ☐ If a tent is utilized with more than two (2) sides, the number and location of lighted EXIT signs and emergency lighting units;
- ☐ A "Certificate of Flame Resistance" provided by the tent/canopy supplier;
- ☐ A signed "Certification of Installation" (form attached);
- ☐ "Certificate of Liability Insurance" from the property owner;
- ☐ Payment of Type I Permit Fee (\$100), made payable to "Princeton Fire Safety".

PLEASE NOTE THAT COOKING UNDER AN OCCUPIED TENT/CANOPY IS STRICTLY PROHIBITED BY N.J.A.C. 5:70-3, 2404.15.5.

PLEASE NOTE THAT SMOKING IS PROHIBITED IN/UNDER ANY TENT OR CANOPY BY N.J.A.C. 5:70-3, 2404.6.

I hereby acknowledge that I have read this application, that the information I have given is correct, that I am the owner or am duly authorized to act in the owner's behalf, and as such hereby agree to the requirements and/or any conditions imposed by the Fire Official.

Name

Date

CERTIFICATE OF INSTALLATION

I hereby certify that the tent/canopy installed at _____
has been erected in accordance with the manufacturer's specifications and acceptable
engineering practice.

Secondly, the tent/canopy as installed will meet the wind loading requirements for temporary
structures as outlined in the New Jersey Uniform Construction Code.

Signature (Tent Installer)

Date

I (property owner/agent) hereby certify that the tent/canopy installed at
_____ is to be used for a period not to exceed _____ day(s)
for an assembly use accessory to the main structure.

Secondly, the usage of the tent/canopy for assembly purposes is covered by the property owner's
liability insurance for any and all injuries that may occur.

Signature (Property Owner/Agent)

Date