

Application for Temporary Tent Installation

(Please print or type when filling out form)

Tent Vendor: Name: _____

Company: _____

Address: _____

Primary Phone: _____ Alternate Phone: _____

Email address: _____

Tent User: Name: _____

Organization: _____

Address: _____

Primary Phone: _____ Alternate Phone: _____

Email address: _____

Number of temporary tents to be utilized: _____

Installation location at that address (describe or attach clearly labeled drawings or photos):

Proposed date of installation: _____

Proposed date of removal: _____

If there will be more than one tent, are they all of the same configuration? Yes No

Proposed use of the tent(s):

Assembly

Mercantile

Business

Shelter from sun / weather

Other – Specify: _____

Temporary Tent Requirements Short Summary

Stake lines for tent must be no closer than 10 feet apart.

Flammable or combustible material cannot be located under the tent or within 10 feet surrounding the tent (including combustible vegetation).

Smoking is not permitted under the tent or directly adjacent to it. NO SMOKING signs that are readily legible must be posted conspicuously.

Portable fire extinguishers of the appropriate size and type must be provided. One 2A:10B:C extinguisher for each tent of any of the sizes indicated on the flammability documentation you provided is adequate if the extinguisher is properly located. (The maximum travel distance to a 2A:10B:C extinguisher is 30 feet. Since one tent is capable of 20' x 40' dimension, a single extinguisher in that tent could not be located in a corner.) The extinguisher must be properly mounted: no higher than 5' above grade, no closer than 4" to grade, and not blocked from visibility or access.

The extinguisher must be in good mechanical condition, have a current inspection tag or decal (within the past 12 months) and the needle on the pressure gauge must be in the green, indicating it is fully charged with propellant and suppression agent.

Requirements for Temporary Permit from FD to Erect a Tent

1. Must furnish a certificate of flame retardant treatment per NFPA 701.
2. Minimum clearance between stake ropes is 10 feet.
3. All area under tent and for a minimum of 10 feet around must be cleared of all flammable or combustible material or vegetation (except necessary tent supports) and kept clear of same during all periods of public use.
4. No hay, straw, shavings or similar material may be used if tent is to be used as a public assembly (50 or more occupants).
5. No smoking permitted within confines of tent or cleared area around tent.
6. No fireworks or open flame permitted.
7. Portable extinguishers must be provided per code.
Exception: if not assembly, but private party, can substitute a functioning garden hose equipped with an adjustable pattern spray/straight pistol-grip type nozzle that can be stretched to all parts of tent area.
8. Employees must be trained in extinguisher operation. AHJ may require proof of training.
9. Some method of emergency communications approved by AHJ must be provided. (In most cases, one functioning cell phone with a back-up is OK).
10. Authority Having Jurisdiction (AHJ) may require a fire detail (at the AHJ's discretion).
11. Any electrical equipment including heaters shall be listed by UL or FM, and installed in compliance with the National Electrical Code (NEC).
12. All applicable requirements of the Life Safety Code, NFPA 101, shall be met. (These generally refer to exit egress width, distance to exits, arrangement of seating so that exit egress is not obstructed, etc.)
13. If there are seats, grandstands or bleachers, they must meet NFPA 101 requirements.
14. If there will be any cooking or flammable or combustibles (such as propane grills, etc.) they must meet NFPA 101 requirements.

**Florida Fire Code Fifth Edition Requirements for Temporary Tents
(from the NFPA 101 Life Safety Code section)**

3.3.271.8 Permanent Structure. A building or structure that is intended to remain in place for a period of more than 180 days in any consecutive 12-month period.

3.3.271.9 Temporary Structure. A building or structure not meeting the definition of permanent structure. (See also 3.3.271.8, Permanent Structure.)

3.3.278* Tent. A temporary structure, the covering of which is made of pliable material that achieves its support by mechanical means such as beams, columns, poles, or arches, or by rope or cables, or both.

11.11 Tents.

11.11.1 General.

11.11.1.1 The provisions of Section 11.1 shall apply.

11.11.1.2 Tents shall be permitted only on a temporary basis.

11.11.1.3 Tents shall be erected to cover not more than 75 percent of the premises, unless otherwise approved by the authority having jurisdiction.

11.11.3 Location and Spacing.

11.11.3.1 There shall be a minimum of 10 ft (3050 mm) between stake lines.

11.11.3.5 The placement of tents relative to other structures shall be at the discretion of the authority having jurisdiction, with consideration given to occupancy, use, opening, exposure, and other similar factors.

11.11.4 Fire Hazards.

11.11.4.1 The finished ground level enclosed by any tent, and the finished ground level for a reasonable distance, but for not less than 10 ft (3050 mm) outside of such a tent, shall be cleared of all flammable or combustible material or vegetation that is not used for necessary support equipment. The clearing work shall be accomplished to the satisfaction of the authority having jurisdiction prior to the erection of such a tent. The premises shall be kept free from such flammable or combustible materials during the period for which the premises are used by the public.

11.11.4.2 Smoking.

11.11.4.2.1 Smoking shall not be permitted in any tent, unless approved by the authority having jurisdiction.

11.11.4.2.2 In rooms or areas where smoking is prohibited, plainly visible signs shall be posted that read as follows:

NO SMOKING