

*Menlo Park Fire Protection District
 Fire Prevention Bureau
 170 Middlefield Rd - Menlo Park, CA 94025 - (650) 688-8425 - (650) 473-9847 fax*

Tent Permit Application

Date _____

Permit No _____
(Office Use Only)

Event Address _____

City _____

Project Name/Client _____

Date of Event _____	Type of Event _____
Date of Installation _____	Occupancy _____
Date of Removal _____	Type of Seating _____
Tent(s) Size : _____	
# of Exit Signs _____	Catering <input type="checkbox"/> Yes
# of Fire Extinguishers _____	<input type="checkbox"/> No
# of No Smoking Signs _____	Emergency Back-Up Lighting <input type="checkbox"/> Yes
Heating _____	<input type="checkbox"/> No

Applicant/Company _____

Contact _____

Phone _____

Cell _____

Please provide the following information with your completed application form:

Application Fee is \$380 for the first five tents. Anything over 5 tents requires an event application.
 Payment Accepted: Visa, Mastercard, Cash, or Check (Payable to Menlo Park Fire District)

Please provide TWO copies of the following information with you completed application form:

- Diagram of Proposed Set-Up & Location of: Fire Extinguishers, Exits, No Smoking Signs, Exit Signs, Heat Sources
- Certificate of Flame Resistance (*each tent*)
- Certificate of Liability Insurance