

**Tent Permit Application**

Permit fee payment is due with submittal of application.  
 Permit fees are not refundable once the application has been processed.

Date:	New Permit <input type="checkbox"/>	Revision to a Permit <input type="checkbox"/> Permit Number:
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**Please print or type all information below. Incomplete applications will be returned.**

Project Name:		
Project Address (Include City and State):		
Contractor:		
Contractor Address (Include City and State):		
Phone Number:	Emergency Number:	Cell Phone Contact and Number:
Certificate Holder's Name	Fax Number:	Corporate E-mail:
State License Number:	Expiration Date:	License Type:
Permit Type: <b>Tent</b>		
Scope of Work:		
Square Footage (Tent Size):		
Date Tent(s) Erected - From:		To:

<b>Sun 'N Fun Tent Applicant:</b> Site Location _____
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It is hereby expressly agreed that the applicant will comply with all requirements as prescribed in the Fire Prevention Code of the City of Lakeland pertaining to and governing such operations.

Signature of Certificate Holder:
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**Official Use Only**

Application Received by:	Date:	Fees:	Check Number:	Receipt Number:
Reviewer Signature:	Date:	Permit Number:		

## Tent Permit Checklist

This checklist is designed to expedite the permit process.

- ◆ Tents 120 square feet or less do not require a permit.
- ◆ Tents 121 to 400 square feet require a permit but no fee is charged.
- ◆ Tents 401 square feet and over require a permit and a fee.

### **Tent Erection**

Submit the following items with the Tent Permit Application:

1. Plot plan which will include: tent location, address, and distance to property lines or buildings.
2. Valid Certificate of Flame Resistance.
3. Letter of authorization from business/property owner to erect tent on their location.

Please note, the fire department will keep the above paperwork.

After fire department approval, go to the City of Lakeland Building Inspection Division, located at 228 S. Massachusetts Avenue, for permit and fee payment.