



TENT PERMIT

Chatham, MA



PLEASE NOTE: A final inspection is required prior to the event

Permit No. _____

Date Issued: _____

Fee: \$ _____

Owner/Applicant/Installer Information:

Name(s) of Property Owner: _____ Phone: _____

Owners Address: _____

Name of Applicant: _____ Phone: _____

Applicant Address: _____

Installer: _____ Phone: _____

Installer Address: _____

Tent & Event Information:

Location of Tent: _____ Map/Block/Lot: _____

Date Up: _____ Event Date: _____ Date Down: _____

Dimensions of Tent (L x W x H): _____ Square Footage of Tent: _____

Type of Function or Event: _____

Event Time and Duration: _____ Approximate Number of People: _____

Lighting (yes/no): _____ Heat or A/C (yes/no): _____

If yes to any of the items below, please show on the sketch plan to be submitted with this application:

Generator (yes/no): _____ Cooking Equipment (yes/no): _____

Restrooms (yes/no): _____

Parking On-site or Other (if other please describe): _____

Owner Signature

Applicant/Installer Signature

Building Commissioner/Board of Selectmen

Materials to be submitted with this application:

- Sketch showing location of tent(s) on the lot with Emergency egress points marked
- Flame Certificate(s)
- Liability Insurance Certificate
- Floor Plan showing tables and chairs and including aisle widths

Conditions:

A minimum of 12 foot clearance required to all structures. Minimum # of Egress____, minimum width of _____. Tents shall be adequately anchored to resist collapsing. Aisles: 44” wide min. plus 12” for ea. Additional 50 people. Exit signs required at each exit if occupant load exceeds 50 people. Means of egress require at least 1 foot-candle of illumination. No smoking allowed in tents. “No Smoking” signs required. No open or exposed flames allowed within 20 feet of the tent. Portable fire extinguishers are required at each required exit. Minimum clearance of 3 feet between fabric envelope and contents.

FINAL TENT INSPECTION REQUIRED PRIOR TO EVENT