



GILBERT FIRE & RESCUE

Tent or Membrane Structure Permit Application
Please print document, complete and submit with fee to:
Gilbert Fire Marshal
85 East Civic Center Drive
Gilbert, AZ. 85296

Permit Fee: \$120

(FEES ARE INCLUDED IN SPECIAL EVENTS PERMITTED THROUGH THE TOWN OF GILBERT)

A FIRE DEPARTMENT PERMIT AND INSPECTION IS REQUIRED PRIOR TO ERECTING ANY TENTS OR MEMBRANE STRUCTURES **GREATER THAN 400 SQ. FT.** THAT HAVE ONE OR MORE SIDE WALLS. TENTS OR MEMBRANE STRUCTURES **LESS THAN 700 SQ. FT.** AND OPEN ON ALL SIDES DO NOT REQUIRE A PERMIT. APPLICATIONS, FEES AND REQUIRED DOCUMENTS MUST BE SUBMITTED AT THE SAME TIME AND A MINIMUM OF 7 DAYS PRIOR TO ERECTING THE STRUCTURE OR TENT. THE FOLLOWING DOCUMENTS ARE REQUIRED WHEN SUBMITTING; FLAME CERTIFICATION AND SITE/TENT LAYOUT (PLEASE SEE ATTACHED EXAMPLES). ONCE A COMPLETED APPLICATION IS RECEIVED THE FIRE PREVENTION DIVISION WILL CONTACT THE APPLICANT TO DISCUSS YOUR APPLICATION AND SCHEDULE A SITE INSPECTION.

Tent Company/Provider Information

NAME _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____
CONTACT PHONENUMBER _____ ALTERNATE PHONE _____
EMAIL ADDRESS _____

Tent Information

LOCATION _____
INSTALLATION DATE _____ REMOVAL DATE _____
USEAGE START DATE _____ USEAGE END DATE _____
TENT SIZE _____
TENT USE _____ (IF USE IS FOR SALES PLEASE LIST COMODITY BEING SOLD)

Contact Information for Responsible Party (User of Tent)

NAME _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____
CONTACT PHONENUMBER _____ EMAIL ADDRESS _____