



**CITY OF BUFFALO**  
65 Niagara Sq, 301 City Hall Buffalo, NY 14202

**SPECIAL EVENT**

**Tent & Propane Permits 2017**

**Byron W. Brown**  
Mayor

<b>Bureau of Fire Prevention</b>	
Chief	Mark Morganti
Contact	Fire Prevention Staff
Location	226 City Hall
Phone	716-851-5707
Fax	716-851-4680

**TENT PERMITS: Fire Department Inspectors will enforce fire regulations.**

1. A tent permit and 'Certificate of Flame Resistance' must be displayed inside the tent at the special event. Contact retailer where tent was purchased or rental agent for the 'Certificate of Flame Resistance'.
2. It is the applicant's responsibility to ensure each tent is flame resistant and to provide Certificate of Flame Resistance.
3. **A DETAILED SITE and FLOOR PLAN** required for tents, canopies, and membrane structures with an occupant load of 50 or more. Floor plan indicates details of the means of egress and type of heating and electrical equipment.
4. Each tent requires a minimum 10-B:C fire extinguisher.

**PROPANE "LPG" PERMITS: Fire Department Inspectors will enforce fire regulations**

1. LPG Propane Permit must be displayed at each vendor location.
2. Propane tanks are to be secured in an upright position and not subject to physical damage.
3. Each propane location requires a minimum 10-B:C fire extinguisher.

**Name of Event** \_\_\_\_\_

**Event Location** \_\_\_\_\_ **date(s) of event** \_\_\_\_\_

**Contact Person** \_\_\_\_\_ **phone** \_\_\_\_\_

**Address** \_\_\_\_\_

street city state ZIP

**Email** \_\_\_\_\_ **fax** \_\_\_\_\_

**Agency tents rented from** \_\_\_\_\_ **phone** \_\_\_\_\_

**Address** \_\_\_\_\_

street city state ZIP

**Email** \_\_\_\_\_ **fax** \_\_\_\_\_

**Applicant signature** \_\_\_\_\_ **date** \_\_\_\_\_

<b>\$ 25</b> per tent if paid prior to event	x _____ tents	\$25 x _____ = \$ _____
<b>\$ 50</b> per tent if paid on day of event	x _____ tents	\$50 x _____ = \$ _____
<b>\$250</b> flat rate if 11 or more tents	_____ tents	\$ _____
<b>\$ 25</b> per propane vendor if paid prior to event	x _____ locations	\$25 x _____ = \$ _____
<b>\$ 50</b> per propane vendor if paid day of event	x _____ locations	\$50 x _____ = \$ _____
<b>Make check payable to "City of Buffalo" Total due</b>		= \$ _____

<b>FOR FIRE PREVENTION BUREAU USE ONLY</b>					
Year	Permit #	Comments	Year	Permit #	comments
2013			2015		
2014			2016		
			2017		