



**CITY OF BUFFALO**  
**BUREAU OF FIRE PREVENTION**  
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 Buffalo, New York 14202  
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Department of Fire  
 68 Court Street  
 Buffalo, New York 14202

Mark Morganti, Chief  
 Bureau of Fire Prevention

## SPECIAL EVENT Tent & Propane Permit

**TENT PERMITS – Fire Department inspectors will enforce fire regulations.**

1. Tent permit and "Certificate of Flame Resistance" must be displayed in tent at the special event
2. It is the Vendor's responsibility to ensure each tent is flame resistant and to provide a "Certificate of Flame Resistance" "Contact retailer where tent was purchased of rental agent for the "Certificate of Flame Resistance".
3. Each tent requires a minimum 10:B:C fire extinguisher

**NOTE: A DETAILED SITE & FLOOR PLAN** is required for tents, canopies, and membrane structures with an occupant load of 50 or more floor plan must indicate details of the means of egress and type of heating and electrical equipment.

**PROPANE "LPG" PERMIT- 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: \_\_\_\_\_ Sponsor \_\_\_\_\_

Event Address: \_\_\_\_\_ Date of Event From \_\_\_\_\_ to \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone/Fax: \_\_\_\_\_

Vendor Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone/Fax \_\_\_\_\_

Tent Rental Agency: \_\_\_\_\_ Phone/Email: \_\_\_\_\_

Tent Size(s): \_\_\_\_\_

Propane Supplier: \_\_\_\_\_ Phone/Email: \_\_\_\_\_

Number of Propane Tanks: \_\_\_\_\_ Size of Propane Tanks: \_\_\_\_\_

Application Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Provide information below:**

\$25 per tent if paid prior to event X _____ tents	\$25 X _____ = \$ _____
\$50 per tent if paid on day of event X _____ tents	\$50 X _____ = \$ _____
\$250 flat rate if 10 or more Tents _____ tents	= \$ _____
\$25 per propane vendor location if paid day of event X _____ locations	\$25 X _____ = \$ _____
\$50 per propane vendor location if paid day of event X _____ locations	\$50 X _____ = \$ _____
Make check payable to "City of Buffalo" Check# _____	<b>Total due = _____</b>

FOR FIRE PREVENTION BUREAU USE ONLY				
Year	Tent Permit #	Remarks	Propane Permit#	Remarks

