



# Whitpain Township Fire Marshal's Office

960 Wentz Road  
Blue Bell, Pa 19422  
610-277-2400

## APPLICATION FOR TEMPORARY TENT

**PLEASE PRINT ALL INFORMATION LEGIBLY**

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

LOCATION OF SALE: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_

Fee:	For sites/tents up to Five Thousand Square Feet	\$125.00
	For sites/tents larger than Five Thousand Feet	\$175.00

Date(s) Tent Will Be Erected: \_\_\_\_\_  
(Dates tent will be put up and taken down)

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

-----  
**OFFICE USE ONLY**

APPROVED BY: \_\_\_\_\_

DATE APPROVED: \_\_\_\_\_

DATE ISSUED: \_\_\_\_\_

SITE INSPECTED: \_\_\_\_\_

**PLEASE COMPLY WITH ALL INSTRUCTIONS ON FOLLOWING PAGE BEFORE  
SUBMITTING APPLICATION**

## INSTRUCTIONS TO COMPLETE APPLICATION FOR TEMPORARY TENT

Application for permits shall be made at least 15 days prior to set-up date.

1. Attach one (1) copy of your liability and property insurance policy in the amount of one million (\$1,000,000.00) naming Whitpain Township as an additional insured.
2. Attach one (1) copy of detailed plans and specifications of the proposed site. Such plans must be clear, clean, concise, & legible, and submitted on 8 ½" x 11" paper.
  - The location and legal description of the site including its boundaries, relationship with adjacent properties, public right-of-way, significant buildings, and utilities.
  - Provide Written Authorization from property owner.
  - Attach one (1) copy of the flame retardant certificate for the tent and all draperies or other adornments that will be erected at this site.
  - Attach layout of tables, aisles, exits, etc.
  - Designate type of emergency lighting for PM hours of operation.
  - Tents cannot be erected for more than 180 days each year.