



TAHOE DOUGLAS FIRE PROTECTION DISTRICT

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SPECIAL EVENT & OPERATIONAL PERMIT APPLICATION

All applications **must** have a site plan attached

Please check appropriate box(es)

- | | | |
|--|--|---|
| <input type="checkbox"/> Candles and Open Flame in assembly areas (IFC 105.6.32) | <input type="checkbox"/> Fueled vehicles or equipment inside assembly buildings (IFC 105.6.26) | <input type="checkbox"/> Pyrotechnics/Special Effects/Fireworks – Proximate Indoor/Outdoor (IFC 105.6.36)
Device Count: _____ |
| <input type="checkbox"/> Carnivals & Fairs (IFC 105.6.4) | <input type="checkbox"/> Hazardous Materials in excess of IFC Table 105.6.20 | <input type="checkbox"/> Temporary membrane structures, tents canopies (IFC 105.6.43)
Sq. Ft: _____
No. of participants _____ |
| <input type="checkbox"/> Cutting & Welding (IFC 105.6.11) | <input type="checkbox"/> High-piled storage exceeding 500 sq. ft. (IFC 105.6.22) | |
| <input type="checkbox"/> Exhibits & Trade Shows (IFC 105.6.13)
Sq. Ft: _____
No. of participants _____ | <input type="checkbox"/> Hot Work Operations (IFC 105.6.23) | |
| <input type="checkbox"/> Explosive Materials (IFC 105.6.14)
Number of Magazines: _____ | <input type="checkbox"/> Open Flames/Flame Effects (IFC 105.6.31) | |
| <input type="checkbox"/> Fire hydrant use (IFC 105.6.15) | <input type="checkbox"/> Open Burning (IFC 105.6.30) | |
| <input type="checkbox"/> Flammable/Combustible Liquids Storage and/or Use (IFC 105.6.16) | <input type="checkbox"/> Places of Assembly (IFC 105.6.34)
Sq. Ft: _____
No. of participants _____ | <input type="checkbox"/> Other activity, indicate type: _____

_____ |

PERMIT INFORMATION

Application Date: _____ TDFPD Permit No.: _____ Building Permit No.: (if applicable) _____

Name of Venue: _____	No. of participants: _____
Name of Event: _____	No. of Security personnel: _____
Event Address: _____	Event Move-in date: _____
Event Location within venue: _____ <i>(i.e.: Name of ballroom, hall or parking lot location)</i>	Event Move-out date: _____
Type of Event: _____	Date & Time of Event: _____
Event Description: _____	On-Site Inspection Contact Name: _____
	Telephone No.: _____

APPLICANT CHECK LIST

- SITE PLAN/FLOOR PLAN reflecting the following:
 - Venue Dimensions
 - Exits & Fire Extinguisher - Locations
 - Emergency Access - *(Emergency access lanes shall be maintained with a min 20' width and 30' turning radius)*
 - Tents/ Booths/Canopies/Cabanas (inside/outside) Location & Dimensions
 - Booths supplied with additional power (inside/outside) - Locations
 - Booths used for cooking (inside/outside) – Locations
 - Dance Floor & Bar Location & Dimensions
 - Seating i.e. *(tables and chairs, bleachers, non-fixed chairs)*
 - Displays or storage areas
 - Outside Generator location with 20' separation isolated by physical guards, or fences and enclosures
 - Vehicle parking locations, *if event is outside*
- CERTIFICATE OF INSURANCE (COI) naming Tahoe Douglas Fire Protection District as additional insured
- FLAME CERTIFICATE i.e., backdrops, pipe & drape, tents etc. meeting the flame propagation performance criteria of NFPA 701
- SECURITY PERSONNEL trained Crowd Managers shall be provided for events where more than 1,000 persons congregate

APPLICANT INFORMATION

Responsible Party/Applicant: _____	E-mail Address: _____
Mailing Address: _____	Telephone & Cell #: _____
City, State, Zip Code: _____	Fax #: _____

Applicant Name and Title (Please print)

Applicant Signature