



TAHOE DOUGLAS FIRE PROTECTION DISTRICT

193 Elks Point Rd. P.O. Box 919
 Zephyr Cove, NV 89448
 (775)588-3591

Email to: prevention@tahofire.org

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 105.5.37)	<input type="checkbox"/> Fueled vehicles or equipment inside assembly buildings (IFC 105.5.28)	<input type="checkbox"/> Pyrotechnics/Special Effects/Fireworks – Proximate Indoor/Outdoor (IFC 105.5.44)
<input type="checkbox"/> Carnivals & Fairs (IFC 105.5.5)	<input type="checkbox"/> Hazardous Materials in excess of IFC Table 105.5.22	<input type="checkbox"/> Device Count: _____
<input type="checkbox"/> Cutting & Welding (IFC 105.5.12)	<input type="checkbox"/> High-piled storage exceeding 500 sq. ft. (IFC 105.5.24)	<input type="checkbox"/> Temporary membrane structures, tents canopies (IFC 105.5.51)
<input type="checkbox"/> Exhibits & Trade Shows (IFC 105.5.15) Sq. Ft: _____	<input type="checkbox"/> Hot Work Operations (IFC 105.5.25)	<input type="checkbox"/> Sq. Ft: _____
<input type="checkbox"/> No. of participants _____	<input type="checkbox"/> Open Flames/Flame Effects (IFC 105.5.38)	<input type="checkbox"/> No. of participants _____
<input type="checkbox"/> Explosive Materials (IFC 105.5.16) Number of Magazines: _____	<input type="checkbox"/> Open Burning (IFC 105.5.36)	<input type="checkbox"/> Other activity, indicate type: _____
<input type="checkbox"/> Fire hydrant use (IFC 105.5.17)	<input type="checkbox"/> Places of Assembly (IFC 105.5.41) Sq. Ft: _____	_____
<input type="checkbox"/> Flammable/Combustible Liquids Storage and/or Use (IFC 105.5.18)	<input type="checkbox"/> No. of participants _____	_____

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