



Application for Tent, Canopy, or Temporary Membrane Structure



Summary of Procedure

1. Submit application, copy of site plan (see page 4 for example), and copies of Certificate(s) of Flame Resistance to the Building Resiliency Center located at:

6295 Skyway
Paradise, CA. 95969

2. Your application will be reviewed for completeness. An inspector will be in contact to verify inspection time and/or clarify details.
3. After a successful inspection is conducted, temporary approval will be granted.
4. The cost of each Tent Permit is \$130.32. Extra fees may be applicable depending on scope and time of inspection.

When is a tent permit required?

- Area of tent is 400 sq. ft. or greater with any walls.
- Area of tent is 700 sq. ft. or greater with no walls.
- Area of multiple tents exceeds 700 sq. ft.
- Any tents within 20 ft. of structures.



Town of Paradise
 Community Development Department
 Building Resiliency Center
 6295 Skyway
 Paradise, CA 95969
 (530) 872-6291 x411

Event Details

Name/Type of Event		
Date(s) of Event		
Address/Exact Location of Event		
Name of Event Host		Event Host Phone Number
Event Host Email Address		
Name of Site Contact (Tent Company)		Site Contact Phone Number
Installation/Removal Date(s)	Set Up	Take Down
Requested Site Inspection	Date	Approximate Time

Applicant Information

Applicant/Tent Company Name		
Email Address		
Billing Address		
Business Phone Number	Cell Phone Number	

Tent Information

Quantity	Size (ft. x ft.)	# of Sides

Air Supported Tents?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Quantity	Size (ft. x ft.)	



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Decorations Inside Tent?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Lighting Installed Inside Tent?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Heating Installed Inside Tent?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Cooking Appliance to be Used in Tent?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Explain Equipment to be Used for Heating/Cooking Appliances		
Explain Types and Quantities of Fuel		

Safety Items (Please Specify Amounts)

Fire Extinguishers	No Smoking Signs	Occupancy Load	Distance from Building

Required Attachments

- Site Map:** Detail event/tent layout, immediate surroundings (buildings, roads), and where fire safety items will be placed.
- Manufacturer Instructions.**
- Copies of Certificate(s) of Flame Resistance.**



Site Map Example

