

**Seattle Fire Department Permit Application**

**Code 1102**

**Fire Performance, Open Flame/Flame Effects (Single Event), Temporary**  
 (NOT FOR LPG (PROPANE) USE, NOT FOR FOOD VENDING)



- Open flame [non-LPG], single event** \$235.00 Code: 1102-H
- Flame effects [non-LPG], single event** \$235.00 Code: 1102-FE
- Portable outdoor heating [non-LPG], temporary\*** \$0.00 Code: 1102-CV

\*For businesses moving services outdoors due to government restrictions on occupant loads or as part of the pandemic economic recovery including the City’s Safe Start Initiative.

TO BE COMPLETED BY PERMIT APPLICANT (PLEASE PRINT)

FIRM/APPLICANT NAME:		
MAILING ADDRESS:		SUITE:
CITY:	STATE:	ZIP:
EVENT TITLE:		
EVENT ADDRESS:		
SET-UP DATE(S):	SET-UP TIME(S):	
EVENT DATE(S):	EVENT START TIME(S):	
CONTACT PERSON:	ON-SITE CONTACT:	
PHONE NUMBER: (     )	PHONE NUMBER: (     )	
E-MAIL ADDRESS:	E-MAIL ADDRESS:	
TYPE OF PERMIT: CANDLES <input type="checkbox"/> FIRE PERFORMANCE** <input type="checkbox"/> OTHER <input type="checkbox"/>		

**Please include a check made payable to the CITY OF SEATTLE with this application.**

**\*\* Note regarding Fire Performance:** Evidence of insurance coverage approved by the City of Seattle Office of Risk Management must be submitted with this application. More information about insurance coverage is available on the website at <http://www.seattle.gov/fire/business-services/special-events/fire-performance>. A completed *Fire Performance Event Notification Form* must be submitted with this application, and for each subsequent fire performance by email to the Fire Marshal’s Office. The form is available on website at <http://www.seattle.gov/fire/business-services/special-events/fire-performance>.

Permit applications may be submitted in person weekdays from 8:00 a.m. to 4:30 p.m., or mailed to:

Seattle Fire Department  
 Fire Marshal’s Office – Permits  
 220 Third Ave S, 2<sup>nd</sup> Floor  
 Seattle, WA 98104-2608

To pay with a Visa or Master Card, email this completed application to us, **and then visit [www.seattle.gov/fire/permits](http://www.seattle.gov/fire/permits) to make a payment.**  
 Tel: (206) 386-1450  
 E-mail: [permits@seattle.gov](mailto:permits@seattle.gov)

**PAYMENT MUST ACCOMPANY ALL APPLICATIONS. PAYMENTS RECEIVED LESS THAN 30 DAYS (1102-FE) OR 10 DAYS (1102-H & 1102-CV) PRIOR TO THE EVENT WILL BE ASSESSED A LATE FEE EQUAL TO 50% OF THE ORIGINAL PERMIT FEE. APPLICATIONS RECEIVED LESS THAN THREE BUSINESS DAYS FROM THE EVENT DATE CANNOT BE PROCESSED AND NO PERMIT WILL BE ISSUED.**

**FMO OFFICE USE ONLY:**

Approved by:	Date:
Permit cc:	
<input type="checkbox"/> Cancel, refund requested (Approval attached)	<input type="checkbox"/> Cancel, no refund Reason: _____
Initials: _____	
Application ID#	Check No.:
Receipt No.:	