

Seattle Fire Department Permit Application
Code 2503/2505 **Assembly Occupancy, Temporary**
 (INCLUDING TRADESHOW/EXHIBIT/CARNIVAL/FAIR)



<input type="checkbox"/> Indoor, Event attendance of 999 and under	\$284.00	Code: 2503
<input type="checkbox"/> Outdoor, Event attendance of 500 - 999	\$284.00	Code: 2503.2
<input type="checkbox"/> Outdoor, Event attendance of 100 - 999 where enclosures or barricades confine attendees	\$284.00	Code: 2503.2
<input type="checkbox"/> Indoor or Outdoor, Event attendance of 1,000 - 2,999	\$467.00	Code: 2505.1
<input type="checkbox"/> Indoor or Outdoor, Event attendance of 3,000 - 9,999	\$932.00	Code: 2505.2
<input type="checkbox"/> Indoor or Outdoor, Event attendance of 10,000 - 19,999	\$1,331.00	Code: 2505.3
<input type="checkbox"/> Indoor or Outdoor, Event attendance of 20,000 and over	\$2,664.00	Code: 2505.4

Note: If an outdoor confined space event is attached to/or occurs in conjunction with an indoor space, the cumulative attendance for both spaces shall be used to determine whether a permit is required.

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):	
ON-SITE CONTACT:		
PHONE NUMBER: ()	E-MAIL ADDRESS:	
IS TENT BEING USED? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, TENT COMPANY:		

PLEASE INCLUDE PRELIMINARY PLANS WITH THIS APPLICATION
Make check payable to CITY OF SEATTLE

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, 2nd Floor
 Seattle, WA 98104-2608

To pay with a Visa or Master Card, email this application to us,
THEN CONTACT US TO BE PROVIDED AN ONLINE PAYMENT KEY
 Tel: (206) 386-1450
 E-mail: permits@seattle.gov

PAYMENT AND PRELIMINARY PLANS MUST ACCOMPANY ALL APPLICATIONS. PAYMENTS RECEIVED LESS THAN 30 DAYS PRIOR TO THE EVENT WILL BE ASSESSED A LATE FEE EQUAL TO 50% OF THE ORIGINAL PERMIT FEE.

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.:	