**Seattle Fire Department Permit Application**
**Code 3201 Tent or Air-Supported Structure, Temporary**

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|---|---|---|
| ☐ **Tent only, no assembly permit required** | **$312.00** | **Code: 3201** |
| ☐ **Tent in association with City of Seattle Special Events permit** | **$312.00** | **Code: 3201CTY** |
| ☐ **Tent in association with valid SFD temporary assembly permit** | **$0.00** | **Code: 3201SFD** |
| ☐ **Outdoor services due to health restrictions or pandemic-related economic recovery** | **$0.00** | **Code: 3201-CV** |

TO BE COMPLETED BY PERMIT APPLICANT (PLEASE PRINT)

| | | |
|---|---|---|
| BUSINESS/APPLICANT NAME: | | |
| MAILING ADDRESS: | | SUITE: |
| CITY: | STATE: | ZIP: |
| EVENT TITLE:<br>EVENT ADDRESS:<br>ASSEMBLY PERMIT HOLDER FIRM NAME: | | |
| SET-UP DATE(S):<br>EVENT DATE(S): | SET-UP TIME(S):<br>EVENT START TIME(S): | |
| CONTACT PERSON:<br>PHONE NUMBER: ( )<br>E-MAIL ADDRESS: | ON-SITE CONTACT:<br>PHONE NUMBER: ( )<br>E-MAIL ADDRESS: | |

**PLEASE INCLUDE SUPPLEMENTAL DOCUMENTATION WITH THIS APPLICATION:**

- **TENT LAYOUT**
- **LETTER OF STRUCTURAL INTEGRITY**
- **CERTIFICATE OF FLAME RESISTANCE**

**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 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:** | | | |
| ❑ Cancel, refund requested (Approval attached) | ❑ Cancel, no refund | Reason: | Initials: |
| Application ID# | Check No.: | Receipt No.: | |

**(05/22)**