



CITY OF CRESTVIEW  
TEMPORARY TENT APPLICATION

Property Owner's Name: \_\_\_\_\_

Property Event Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Property Tax I.D. Number: \_\_\_\_\_

Tent Event Began Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Tent Square Footage: \_\_\_\_\_

Installer/Dealer's Name: \_\_\_\_\_

Installer/Dealer's License # \_\_\_\_\_

Application is hereby made to obtain a permit to do the installations as indicated. I certify that no installation has commenced prior to the issuance of a permit and that all will be performed to meet the standards of all laws in this jurisdiction. I understand that a separate permit must be secured for Electrical Work

Owner / Contractor Affidavit: I certify that all the foregoing information is accurate and that all installation will be done in compliance with all applicable laws regulating construction and zoning.

Signature: \_\_\_\_\_  
Owner or Agent Contractor

Sworn to and subscribe before me by \_\_\_\_\_ who is

Personally known to me or produced \_\_\_\_\_ as identification, this

\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_\_

Notary's Signature: \_\_\_\_\_

Printed Name of Notary: \_\_\_\_\_

Commissions No. /Expiration: \_\_\_\_\_

**Temporary Use Tents / Canopy Permit Requirements**

**Any applicant applying for a Temporary Use permit will need the following information to be filled out and approved before issuance of a permit. All Tents or Canopy's shall comply with the City of Crestview Code Ordinance 18-40. and 18-41.**

1. An affidavit that permission has been secured from the owner of the land upon which the tent event is intended to be held.
2. A written statement from the building official that the tent and associated equipment is in compliance with all applicable codes.
3. A written statement from the fire department that the tents or temporary buildings or structures under which the operations are to be held are of fireproof material and will not constitute a fire hazard (flame resistant certificate).
4. A Zoning Compliance Approval. A tent permit can only be issued for Commercial, Public or Industrial zones.
5. The submitted plan needs to show sufficient parking and that parking will not interfere with or displace the required parking that is dedicated to surrounding businesses.
6. The Power Source shall comply with NFPA70 (NEC).
7. Adequate arrangements for temporary sanitary facilities must be provided.
8. Provide a seating plan / floor plan for evaluation of life safety code compliance.
9. A Site plan showing all proposed and existing structures and property lines. The applicant shall not locate a structure or equipment within five-hundred (500) ft of any residential property line.
10. The maximum length of a temporary use permit for a tent or canopy is fifteen (15) days.
11. The operation of any device in such a manner as to be plainly audible at a distance of 50 feet from the building / structure will not be allowed between the hours of 11:00 p.m. and 7:00 a.m.
12. Fill out and complete a Temporary Tent / Canopy Permit Application.