



**Brunswick County
Code Administration
Fire Marshal's Office
Tent / Air- Membrane Structure Permit Application**

Application Section

Applicant: _____ Date: _____
 Address: _____
 Contact Person: _____
 Telephone: (____) ____ - ____ Fax: (____) ____ - ____ Email: _____
 Applicant Signature: _____

Owner Section

Owner Address: _____ Date: _____
 Contact Person: _____
 Telephone: (____) ____ - ____ Fax: (____) ____ - ____ Email: _____

Permit Section

Date Erected: _____ Time Inspection Requested: _____ Date Taken Down: _____

Quantity	Item
	Fire extinguishers 5lb ABC Type (Serviced & Tagged within Year)
	"No Smoking" signs
	Emergency Lights
	Exit signs
	Tent(s)
	Air-Supported Membrane Structure(s)

Tent Size: _____ **Flame Retardant** Yes No **Label on Tent** Yes No
 * Attach a copy of UL Proof / Fire Retardant Certification to application.

Use:
 Assembly Mercantile Business Cooking Carnival / Fair
 Trade Show Other: _____ Generator Used (Diesel / Electric)

Requiring a Permits: (3103 NC Fire Code)

Tents having an area in excess of 800 square feet.
 Canopys & Air - Membrane Structures in excess of 400 square feet.

- Tents used exclusively for recreational camping purposes are exempt (excetion 3103.2#1)
- Funeral tents and curtains or extenions attached thereto, when used for funeral services are exempt (3103.2.2 #3).

Required Permits to obtain:

1. Construction Permit (Erect) / Operational Permit (Operate) : Total \$25.00

Tent / Canopy / Air-Membrane Structure Information:

Please include the following special information in the application packet: *Per Tent or Canopy* –

- A floor plan, which indicates the use and shows placement of tables, chairs, cooking equipment, heating equipment, electrical equipment, and exit locations. *(A 3' minimum clearance between tent fabric and contents inside the tent. 3103.6) (Required for 50 or more occupants)*
- A site plan, which show the location of the tent in relation to combustible vegetation (like pine straw), vehicle parking areas, other tents, canopies and buildings. *(Required for 50 or more occupants)*
- If heating or cooking equipment is used list fuel source(s) (ex. LP gas, flammable liquids, electric ect.) *(If Applicable)*
- Submit a complete inventory for all NC approved fireworks. *(If applicable)*

Submit an online application at <http://www.brunswickcountync.gov/code-administration/permits/>

Official Use Only:
 Plans Approved Plans Denied Date: _____ Fire Code Official: _____



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Complete this form if Certificate of Flame Resistance is NOT provided

Tents & Other Membrane Structures

Affirmation

Relative Information Regarding Flame Resistance of the Fabric:

Owners Names of Tent:

Owners Address of Tent:

Date fabric was last treated: _____

Trade name or chemical used in treatment: _____

Name of person or firm treating the material: _____

Name of testing agency: _____

Testing standard by which the fabric was tested: _____

X _____ Date: _____

Signature of Applicant on Permit