



BUILDING DEPARTMENT

12453 Hwy 92 Ste 105

Woodstock, GA 30188

Phone: 770-592-6036

www.woodstockga.gov

woodstockbuilding@woodstockga.gov

TENT PERMIT APPLICATION

SUBMITTAL DATE: _____

PLEASE TYPE OR PRINT

PERMIT NO.: _____

PROJECT ADDRESS: _____ Business Name: _____ ZIP: _____

OWNER INFORMATION:

NAME: _____ ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ PHONE: _____

TENT CONTRACTOR INFORMATION:

COMPANY NAME: _____ CONTACT NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____

ZIP: _____ PHONE: _____ CELL: _____

FAX: _____ EMAIL: _____

DESCRIPTION OF WORK: _____

SQ. FT.: _____ (TENTS LESS THAN 120 SQ FT DO NOT REQUIRE A PERMIT)

PLEASE SEE BACK PAGE FOR SUPPORTING DOCUMENTATION TO BE SUBMITTED ALONG WITH THIS COMPLETED APPLICATION

APPLICANT'S AFFIDAVIT

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in the City of Woodstock. I understand that a separate permit must be obtained for electrical, plumbing, heating, ventilation and air conditioning, pools, signs, etc.

I certify that all the foregoing information is accurate and all work will be done in compliance with all applicable laws and ordinances regulating construction and zoning.

APPLICANTS NAME _____ SIGNATURE _____ OWNER AGENT CONTRACTOR TENANT

OWNER SIGNATURE: _____



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PLEASE SUBMIT THE FOLLOWING ITEMS WITH THIS COMPLETED APPLICATION

INCOMPLETE SUBMITTALS WILL NOT BE ACCEPTED FOR APPROVAL

- 2 SETS OF RENDERINGS OF THE TENT LOCATION AND ITS CONTENTS:
 - DETAILED LAYOUT OF INTERIOR OF TENT (I.E., STAGES, TABLES, SEATS, BARS, ETC.)
 - ANCHORING METHOD
 - EXITS
 - FIRE EXTINGUISHERS (IF APPLICABLE)
 - PLANNED ELECTRICAL WORK REQUIRED
 - DETAILS OF TENT OPENINGS. IF THE TENT IS NOT OPEN ON ALL SIDES, YOU MUST PROVIDE EXIT SIGNAGE FOR EMERGENCY EGRESS OUT OF THE TENT.

- COPY OF TENT CONTRACTOR'S DRIVER'S LICENSE

- COPY OF TENT CONTRACTOR'S BUSINESS LICENSE

- CERTIFICATE OF FLAME RESISTANCE

- PROPERTY OWNER APPROVAL (THIS CAN BE IN THE FORM OF A SIGNATURE ON THIS APPLICATION OR A LETTER)

- DESCRIPTION OF WHAT THE TENT WILL BE USED FOR. THIS WILL DETERMINE IF FIRE EXTINGUISHERS ARE REQUIRED AND WHAT TYPE AND SIZE EXTINGUISHER WILL BE REQUIRED.

****NOTE: THE TENT PERMIT FEE IS \$100.00. THIS CAN BE PAID UPFRONT OR AT ISSUANCE OF THE PERMIT. AFTER THE TENT PERMIT IS ISSUED AND THE TENT IS ERECTED, A BUILDING INSPECTION AND FIRE DEPARTMENT INSPECTION WILL NEED TO BE COMPLETED.**

Application reviewed by: _____ Date: _____ Approved by: _____ Date: _____