

CITY OF BIRMINGHAM
Community Development - Building Department
151 Martin Street, Birmingham, MI 48009

Community Development: 248-530-1850 / Inspection Line: 248-530-1860
 Fax: 248-530-1290 / www.bhamgov.org

Permit # _____

Project # _____

TENT PERMIT APPLICATION

I. Tent Location				
ADDRESS		PROPERTY IDENTIFICATION NUMBER (SIDWELL NO.)	LOT NUMBER	
II. Applicant Information				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)	
CELL PHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)	EMAIL ADDRESS		
III. Owner or Lessee Information				
NAME		ADDRESS		
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)	
CELL PHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)	EMAIL ADDRESS		
IV. Tent Requirement Information				
NUMBER OF TENT/CANOPIES	SQUARE FOOTAGE OF EACH TENT/CANOPY	NUMBER OF NO SMOKING SIGNS	NUMBER OF EXIT SIGNS	NUMBER OF FIRE EXTINGUISHERS
V. Signature				
SIGNATURE OF APPLICANT		TYPE OR PRINT	DATE	
SIGNATURE OF OWNER (Required)		TYPE OR PRINT	DATE	
VI. Department Use Only				
FEE DESCRIPTION		AMOUNT		TOTAL
Permit Fee (Per Tent /Canopy)	Number of Tents: _____	\$ 100.00 Per Tent		
			TOTAL FEES DUE	\$
VII. Department Use Only				
APPROVAL SIGNATURE				
TITLE		DATE		

- *All tents over 200 square feet and canopies over 400 square feet require a permit.*
- *Tents and canopies on city property require a separate Special Event Permit.*
- *A detailed floor plan shall be provided showing the proposed layout, and include the location and the size of exits and aisle way widths.*
- *If the parking lot is to be used for the Special Event, the business must be closed.*
- *No open flame gas, charcoal or other cooking devices of any type are allowed inside of the tent.*

Please make checks payable to City of Birmingham