

**APPLICATION FOR TENT PERMIT**  
**TOWN OF NORTH CASTLE BUILDING DEPARTMENT**  
**17 BEDFORD ROAD ARMONK, NY 10504 PHONE # (914) 273-8625**

Permit Fee: \_\_\_\_\_ Application Fee: \_\_\_\_\_  
C.O. Fee: \_\_\_\_\_ Tracking #: \_\_\_\_\_  
Total: \_\_\_\_\_ Application Date: \_\_\_\_\_  
Permit #: \_\_\_\_\_ Tent erected dates from \_\_\_\_\_ to \_\_\_\_\_ Date Issued: \_\_\_\_\_

**PROPERTY LOCATION:** \_\_\_\_\_

Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Zoning District: \_\_\_\_\_

**Owner:** \_\_\_\_\_ **Address:** \_\_\_\_\_ **Phone:** ( ) \_\_\_\_\_  
\_\_\_\_\_ \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Tent** \_\_\_\_\_ **Address:** \_\_\_\_\_ **Phone:** ( ) \_\_\_\_\_  
**Supplier :** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Electrician:** \_\_\_\_\_ **Address:** \_\_\_\_\_ **Phone:** ( ) \_\_\_\_\_  
\_\_\_\_\_ \_\_\_\_\_ **Zip:** \_\_\_\_\_

**DESCRIPTION OF FUNCTION** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\* It is understood and agreed that any permit issued pursuant herein is on the express condition that all provisions of the New York State Fire Prevention and Building Code and all Zoning Ordinances of the Town of North Castle and any and all amendments thereto shall apply and be complied with whether specified herein or not. No changes to plans or construction shall be made without prior approval of the Building Inspector.\*\*\*

1. PRINT OWNER / APPLICANT NAME: \_\_\_\_\_
2. OWNER / APPLICANT SIGNATURE: \_\_\_\_\_
3. PRINT OWNER / APPLICANT NAME: \_\_\_\_\_
4. OWNER / APPLICANT SIGNATURE: \_\_\_\_\_

## REQUIREMENTS FOR A TENT PERMIT

ALL TENTS 200 SQUARE FEET AND OVER WILL REQUIRE THE FOLLOWING

- 1). A Completed application.
- 2). Flame resistant certificate.
- 3). A site plan, showing :
  - A). Tent location.
  - B). Size of tent.
  - C). All other structures.
  - D). Fire Department access.
  - E). All means of egress.
- 4). A floor plan showing :
  - A). Seating plan.
  - B). Egress plan.
  - C). Exit signs.
  - D). All fire protection equipment.
  - E). All heat producing equipment .
  - F). All electrical equipment .
- 5). A certificate of insurance, (Workmen Compensation , General Liability)  
from the Tent Installer.