



Tent/Membrane Structure Permit Application

Office of the Fire Marshal

2 Douglas Street, Wynantskill, NY 12198

518-283-2714, ext. 32

518-286-2261 (fax)

In accordance with the Code of the Town of North Greenbush and the New York State Fire Prevention and Building Code, an operational permit is required to erect or maintain a tent(s) and/or membrane structures-Tent fees up to 400 SF:\$75, Tent fees over 400 SF-2500 SF: \$150, Over 2500 SF to circus tent: \$250.

Please make checks payable to: The Town of North Greenbush \$_____ (Amount Due)

Applicant & Property Information

Event Information:

Event Start Date:	Event End Date:	Size of Tent or Structure:	Temporary & Revocable Use Permit Approval Date:
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Location of Tent of Air Supported Structure:

Name:				
Address:	Suite	City	State	Zip Code
Telephone:	Work Telephone:			

Primary Contact Information

Name:				
Address:	Suite	City	State	Zip Code
Telephone:	Mobile Telephone:	Work Telephone:		

Secondary Contact Information

Name:				
Address:	Suite	City	State	Zip Code
Telephone:	Mobile Telephone:	Work Telephone:		

The undersigned represents that this application for a permit as described herein will be in accordance with all ordinances of the Town of North Greenbush and the Fire & Building Code of New York State and that any plans or specifications submitted with this application are the plans or specifications relating to this permit and no other.

Applicant Signature:	Applicant Name (Print):	Application Date:
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A Tent Permit is valid for dates indicated above and not to exceed more than 180 days after which the tent be removed from the property. Requests for permit extensions accompanied with written justification may be granted on a case-by-case basis. Tents composed primarily of fabric must be constructed of flame retardant or fire resistant materials. Fire extinguishers and their location in or around the tent must be inspected and approved by the Town of North Greenbush, Office of the Fire Marshal.

Cooking tents must be reviewed and approved prior to obtaining a permit. All tents must be anchored to the ground and secured to prevent collapse and/or rollover during high winds.

Permit Number	Issue Date	New Expiration date	Fee Paid	Check #	Receipt Number	Evacuation Plan Rec'd
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