

**TEMPORARY OCCUPANCY APPLICATION
FOR TENT**

Name of Business:	
Tent Location Address:	
Contact Person:	
Phone Number:	
Type of event you will have:	
Name of company or person erecting tent:	
Date tent will be erected:	Date tent will be removed:
Square footage of tent:	
Are restroom facilities available: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is a letter attached stating where the facilities are? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Will portable toilets be used? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is the Flame Retardant Certificate attached: Yes <input type="checkbox"/> No <input type="checkbox"/>	

The Tent Temporary Occupancy Fee is \$50.00. We accept cash; checks made payable to the City of Gainesville; and credit/debit cards (charged a convenience fee).

- **All tents over 120 sq. ft. in size require an Occupancy Permit.**
- **All tents are required to have restroom facilities for patrons. A letter from a nearby business stating their facilities may be used is acceptable OR portable toilets may be used.**
- **You MUST also supply a copy of the Flame Retardant Certificate.**
- **All tents are REQUIRED to have a fire inspection. To schedule your fire inspection, contact the Fire Marshal at 678-450-5025.**

Occupant Load: _____
Office Use Only

Last Updated 05/27/2020