



Fire Prevention Division  
17575 Peak Ave  
Morgan Hill, CA 95037-4128  
Phone: (408) 778-6480  
[permits@morganhill.ca.gov](mailto:permits@morganhill.ca.gov)

## SPECIAL EVENTS FIRE PERMIT APPLICATION

The following information shall be provided in order to process the special events fire permit:

Address of Event: \_\_\_\_\_ APN: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Hours of Operation: \_\_\_\_\_

Number of People Anticipated: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Numbers of Tents or Canopies: \_\_\_\_\_ Size of Tent or Canopies: \_\_\_\_\_

Date Tent / Canopy Being Erected: \_\_\_\_\_ Date Down: \_\_\_\_\_

Tent / Canopy / Booth Supplier(s): \_\_\_\_\_

Number of Booths:  Cooking: \_\_\_\_\_  Non-cooking: \_\_\_\_\_

Cooking (How prepared): \_\_\_\_\_

Will There Be Deep Frying?  Yes  No Will There Be BBQs or Open Flames?  Yes  No

Entertainment Type: \_\_\_\_\_ Special Effects: \_\_\_\_\_

Stages / Platforms: \_\_\_\_\_ Carnival Rides: \_\_\_\_\_

Source of Power:  Generator  Electrical Source of Heat: \_\_\_\_\_

Access Closure: \_\_\_\_\_

### Submittal Requirement:

Site plan indicating tents, canopies and/or booths dimensions, distances from other tents, canopies, booths, buildings. Vehicle parking areas and roadways shall be provided.

A seating/table arrangement plan, if applicable, indicating the number of seats, seat spacing, aisle locations and widths, exit widths/locations and exit sign locations shall be provided on a floor plan. (For tents and canopies only)

Submit application for processing at [permits@morganhill.ca.gov](mailto:permits@morganhill.ca.gov)

Office Use

Date Submitted: \_\_\_\_\_ Permit No: \_\_\_\_\_