



*A Grand City on a* CHARMING SCALE

Office of the Fire Marshall  
and  
Building Department

## Temporary Tent, Canopy or Membrane Structure Certification Letter

I, \_\_\_\_\_ the installer of the tent, canopy or membrane structure at \_\_\_\_\_ do hereby certify that the structure complies with the manufacture's installation instructions. I further certify that the structure complies with Chapter 24 of the International Fire Code and Chapter 31 of the International Building Code, 2003 editions that relate to these type structures. Upon approval, the applicant may install on a single parcel of land said structures that are 200 square feet and larger for a period not to exceed 180 days.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Fire Marshall Approval: \_\_\_\_\_

Building Department Approval: \_\_\_\_\_

Date of Approval: \_\_\_\_\_ Permit # \_\_\_\_\_ - \_\_\_\_\_

Upon payment of a permit fee, approval and verification of this letter by the Building and Fire Departments, this letter will serve as the tent permit.



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