



## *Fire Department*

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200 North Lake Street  
Cadillac, Michigan, 49601  
Phone 231-775-3491 or  
Fax 231-775-1408

### **TENT USE INFORMATION**

- Tents in excess of 400 square feet require the approval of the Fire Marshal (IFC 2403.2)
- Tents used exclusively for recreational camping purposes do not require approval by the Fire Marshal (IFC 2403.2)
- Individual tents that are open on all sides and are no larger than 700 square feet do not require approval by the Fire Marshal (IFC2403.2)
- Tents shall not be located within 20 feet of lot lines, buildings, other tents, parked vehicles, or internal combustion engines. Support ropes and guide wires are considered part of the tent (IFC 2403.8.2)
- Separation distance between tents not used for cooking is not required when the aggregate floor area does not exceed 15,000 square feet (IFC 2403.8.2)
- Exit signs are required for occupant loads of 50 or more (IFC 2403.12.6)
- Exit signs shall be illuminated (IFC 2403.12.6.1)
- The means of egress shall be illuminated at all times while the tent is occupied (IFC 2403.12.7)
- Smoking shall not be permitted in tents. "NO SMOKING" signs are required (IFC 2404.5)
- The name(s) and address of the owners of the tent, date the fabric was last treated with flame-retardant solution, trade name or kind of chemical used in treating, name of person or firm treating the material, and the name of the testing agency and standard by which the fabric was tested shall be submitted to the Fire Marshal and be retained on premises (IFC 2404.4)
- Portable fire extinguishers are required (IFC 2404.12)

**\*Please note that additional fire code requirements may exist depending on the nature of the use of the tent or membrane structure**



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 Cadillac, Michigan, 49601  
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**TENT / MEMBRANE STRUCTURE USE PERMIT APPLICATION**

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Application: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Date of Setup: \_\_\_\_\_

Date of Teardown: \_\_\_\_\_

Setup Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Tent 1 Dimensions: \_\_\_\_\_ Wide \_\_\_\_\_ High Area: \_\_\_\_\_

Tent 2 Dimensions: \_\_\_\_\_ Wide \_\_\_\_\_ High Area: \_\_\_\_\_

Tent 3 Dimensions: \_\_\_\_\_ Wide \_\_\_\_\_ High Area: \_\_\_\_\_

Tent 4 Dimensions: \_\_\_\_\_ Wide \_\_\_\_\_ High Area: \_\_\_\_\_

Please provide a diagram of the proposed site:

**\*\*FOR OFFICE USE ONLY\*\***

**Occupant Load**

Tent 1: _____
Tent 2: _____
Tent 3: _____
Tent 4: _____

**Exits Required**

Tent 1: _____
Tent 2: _____
Tent 3: _____
Tent 4: _____

	Yes	No
<b>Approved</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Contingencies</b>	<input type="checkbox"/>	<input type="checkbox"/>

Date: \_\_\_\_\_

By: \_\_\_\_\_