



TOWN OF BRIMFIELD

COMMONWEALTH OF MASSACHUSETTS
INSPECTOR OF BUILDINGS
23 Main Street
Brimfield, Ma 01010

(413) 245-4100 x 5

(413) 245-4107 FAX

Email: building@brimfieldma.org

Web-site: www.brimfieldma.org

Directions for Tent Permit Applications (non-flea market)

Documents required:

1. Correctly filled out Tent Permit Application (page 2)
2. Home Owners Warning Affidavit** (if permit is applied by *HOMEOWNER**)
3. Workers Comp Affidavit.**
4. Plot plan showing tent location(s) & sizes, tent sides, & setbacks from structures and property lines
5. Fee (\$50.00 plus \$10.00 each additional)
6. Self-addressed stamped envelope for documentation return

Provide all documents to the Building Dept. by mail, or drop off. Once permit application is approved, the signed application is the permit and will be returned to the Applicant. This form is to be onsite at time of inspection or the inspection approval will be delayed.

Tents are to be installed by Wednesday noon and inspections will be completed Wednesday afternoon, making time for any changes to be completed and re-inspected Thursday.

*As defined in 780 CMR 9th Edition.

**Available on line.



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TENT PERMIT APPLICATION (NON-FLEA MARKET)

Application Date: _____ Fee: (\$50.00 plus \$10.00 each additional) _____

Applicant: (print) _____ Phone: _____ Email: _____

Set-up address location: _____

Set-up date: _____ Function Date: _____ Takedown date: _____

Applicant Signature: _____ Tent Installer: _____

PLEASE PROVIDE PLOT PLAN WITH SIZES, TENT SIDES, LOCATIONS & SETBACKS

Fire Department Review _____ Fire Inspector _____

Date issued _____ Permit # _____ Inspector _____

The following check boxes are for the Inspector's use.

THIS INSPECTION CARD MUST BE AVAILABLE AT TIME OF INSPECTION

Check for Fire-Proof Certificate <input type="checkbox"/>	Check for frayed ropes or cut straps <input type="checkbox"/>
Check for cut or ripped fabric <input type="checkbox"/>	Check the angle of the guy lines <input type="checkbox"/>
Check for properly laced lace lines <input type="checkbox"/>	Check for proper stake size, diameter and length <input type="checkbox"/>
Check that jump ropes are tied on all poles <input type="checkbox"/>	Check that stakes are driven properly <input type="checkbox"/>
Check for missing pins on frame tents <input type="checkbox"/>	Check that stakes driven to proper depth <input type="checkbox"/>
Check for valleys that can collect rain run-off <input type="checkbox"/>	Check for loose stakes <input type="checkbox"/>
Fire Extinguisher/mounted/signs/inspected <input type="checkbox"/>	If required, emergency lights and exits signs <input type="checkbox"/>

INSPECTION DATE _____ PASSED YES__NO__ SIGNATURE _____