



Fire Inspection Services
250 South 4th Street, Room 300
Minneapolis, MN 55415
311 or call 612-673-3000

FOR OFFICE USE ONLY
Permit No.: _____

Minneapolis311@minneapolismn.gov
www.minneapolismn.gov/regservices/regservices_special

SPECIAL EVENT PERMIT APPLICATION

CHECK BOX(ES) OF PERMIT(S) APPLYING FOR:

- Temporary LP Usage (Fee - \$75.40 per Tank)
Exhibits and Trade Shows (Fee - \$150.70)
Fireworks Display/Pyro Effects - Indoor (Fee - \$150.70)
Fireworks Display - Outdoor (Fee - \$301.40)
Bonfire or Controlled Burn - One Time (Fee - \$75.40)
Open Flame or Candles in Assembly Area (Fee - \$75.40)
Tent and Other Membrane Structures (Fee - \$75.40)
Temporary Assembly (Fee - \$150.70)
Amusement Building (Fee - \$75.40)

Part 1 (to be filled out by applicant)

Applicant or Business Name: _____

Complete Mailing Address: _____

Representative Name: _____ Phone: _____ Fax: _____

Name of Operator: _____ Phone: _____

Address of Event: _____

Event Name: _____ Date(s) of Event: _____

Event Start and End Time: _____ Approx. set up time: _____

****THIS EVENT MAY REQUIRE A FIRE WATCH WHICH WILL REQUIRE AN EXTRA FEE****

How will product be stored/transported to event: _____

The following information must accompany the permit application form.

1. FOR EXHIBIT AND TRADE SHOWS, TENT AND TEMPORARY ASSEMBLY PERMITS:

- A detailed floor plan showing the means of egress, seating arrangements, extinguisher placement and the location and type of heating and electrical equipment. Include the location and separation distance of other nearby structures.

2. FOR TENT PERMIT, APPLICANT MUST ALSO PROVIDE THE FOLLOWING:

- Type of Structure: _____ Size of Structure: _____
Proof of flame-resistant treatment of your tent or membrane structure per NFPA 701.

3. FOR FIREWORKS DISPLAY ONLY:

- Certificate of Public Liability Insurance, Shooter's License and State of MN License, Site Plan

Remarks: _____

The certificate is only for the date(s) and activity/item(s) indicated above.

The undersigned hereby agrees that all information on this application is true and correct, and to comply with all applicable city ordinances, state and federal rules, and all rulings of Minneapolis Fire Inspections.

Signed: _____ Date: _____

PAYMENT OPTIONS: Check: Payable to Minneapolis Finance Department and mail to above address.

OR Pay by credit card: Secure fax number 612-673-3699

MC VISA AMEX Acct No.: _____ Card Exp. Date: _____ Security Code _____

Part 2 (office use only)

Approved by (inspector): _____ Date: _____ Phone #: _____