



**Fire
Services**

TEL 919 856 6340
FAX 919 856 6236

A Division of the Fire/Emergency Management Department
331 S. McDowell St. • P.O. Box 550 • Raleigh, NC 27602
www.wakegov.com

Application for Tent Permit

Date of Application ____/____/____

Applicant _____

Billing Address _____

City _____ State _____ Zip _____

Contact Phone # _____

Location of Tent(s) _____

City _____ State _____ Zip _____

Set-up Date ____/____/____ Completion Date ____/____/____

The following items are required to be submitted with this application:

1. Site plan showing location of tent on property and distance from buildings.
2. Number of tents including dimensions of each and whether tent will be equipped with sides to enclose.
3. Proposed use of each tent.
4. Flame resistant certificate for each tent.

Permit applications may be submitted in person weekdays from 8:30 a.m. to 5:00 p.m., or mailed to:

Wake County Finance
Wake County Office Building – 9th Floor
337 S. Salisbury Street
Raleigh, NC 27601
Accounts.Receivable@wakegov.com

Permit fee - \$25.00 per event

Finance Department Use Only:

Date Received:	Check #:	Receipt #:
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