



CASTLE ROCK FIRE AND RESCUE DEPARTMENT

APPLICATION FOR FIRE DEPARTMENT SPECIAL EVENTS

Applicants Information	
Name:	Phone #: <input type="checkbox"/> Home <input type="checkbox"/> Business <input type="checkbox"/> Cell
Address:	Email Address:
City, State, Zip Code:	Website:

Contact Person # 1 (Other than applicant)	
Name:	Cell Phone #:
Address:	Email Address:

Event Information	
Name of Event:	Date(s) of Event:
Location of Event:	Time of Event (start & stop):
Describe the Event:	
Check all that apply: <input type="checkbox"/> Temporary/Membrane Structure (Tent) <input type="checkbox"/> Air-supported structure (Bounce House) <input type="checkbox"/> Mobile Food Truck/Trailer/Cooking <input type="checkbox"/> Carnival/Fair <input type="checkbox"/> Firework Display <input type="checkbox"/> Exhibit, Trade show, Bazaars, Festival <input type="checkbox"/> Sales of merchandise	

DEFINITIONS

Temporary/Membrane Structure: A structure, enclosure or shelter, with or without sidewalls or drops, constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

Air-supported Structure: A structure wherein the shape of the structure is attained by air pressure, and occupants of the structure are within the elevated pressure area. Often referred to as a Bounce House.

Mobile Food Truck/Trailer/Cooking: A cooking operation that is mobile meant for the sale of food items.

A separate Annual Permit is Required.

Carnival/Fair: A form of entertainment that travels to different places and includes rides and games you can play to win prizes.

Exhibit: To show publicly especially for purposes of competition or demonstration.

Trade Show: A large gathering in which different companies in a particular field or industry show their products to possible customers.

Bazaar: An event at which things are sold to raise money for people or an organization.

Festival: Often a periodic celebration or program of events or entertainment having a specified focus.

NOTICE: The review process takes a minimum of **ten business days** from the date the application is submitted for review. A detailed site and floor plan shall be provided with each application for approval. The site and floor plan shall indicate details of the means of egress from the facilities, and seating arrangement and location.

Fire District Use Only:			
Permit #	Review Completed By:	Date Review Complete:	
Method of payment: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Other	Check#	Date Paid:	Received By:
Invoice #	Disposition: <input type="checkbox"/> Approved <input type="checkbox"/> Rejected <input type="checkbox"/> Corrections Required		