



Fire Department

Office of the Fire Marshal /
Bureau of Fire Prevention

TENT REQUIREMENTS

Pertaining to the use of Tents for Assembly

1. A plan must be submitted indicating the tent dimensions, location, the nearest public way, the nearest fire hydrant, the location of aisles and exits and their dimensions, the configuration within the tent, i.e. Where seats are located and how arranged, any display booths or service areas, any sales or exhibition spaces, a stage or podium, or any other use or formation that may be attempted.
2. A valid certificate of flame retardancy must be submitted. This certificate must be identifiable as being associated with the specific of the fabric of the tent in question. If the tent in question bears the proper label, a certificate is not necessary.
3. Required items include but are not limited to: exit lights, emergency lights, fire extinguishers and "NO SMOKING" signs as well as adequate lighting if occupied during evening hours.
4. If any cooking is to be done, that activity must take place in a tent other than the tent in which the patrons are seated or eating. Refer to "GUIDELINES FOR THE USE AND INSTALLATION OF TEMPORARY LPG INSTALLATIONS", available at the Bureau of Fire Prevention.
5. There is to be "NO SMOKING" in tents used for public assembly. Furthermore, there are no products or devices that use heat, smoke or fire allowed within the tent. These items would include but are not limited to: tobacco products, incense, charcoal, fire lighters or starters, lighters, pyrotechnic devices, smoke bombs, etc...
6. Tent occupancy may require the presence of fire service personnel and/or fire emergency equipment in accordance with C.G.S. 29-140-14. (Requirements for fire protection). The need for such personnel and/or equipment to be determined by the local Fire Marshal or his designee.
7. Any seating provided must be of the type which are attached or connected together in rows. This will prevent seats from being moved into aisle spaces.
8. Temporary electric service panels must be properly secured, supported and inaccessible to the public. Such service must be installed in accordance with the current edition of N.F.P.A. 70, the National Electric Code.
9. A "No Parking" zone must be established. The location of such zone is to be determined by the Office of the Fire Marshal, however Fire Department access, Emergency Medical Services access and egress from such tent must be restricted or infringed upon.

10. Arrangements regarding private duty personnel for fire watch duty must be confirmed by the officer in charge of such assignments at the B.F.P.

11. A permit for the installation of such tent and related equipment must be applied for and granted by the Office of the Building Official prior to Fire Department inspections or approvals.