



Nashville Fire Department
Fire Marshal's Office

Permit Requirements
For
Special Events

Nashville Fire Department
Fire Marshal's Office
63 Hermitage Avenue
P.O. Box 196332
Nashville, TN 37219-6332
Phone: 615-862-5230
Fax: 615-862-5236
www.nashfire.org

May 6, 2014

The Nashville Fire Department Fire Marshal's Office requires permits for certain items that are typical with a special event. Items that require permits include but may not be limited to:

Tents & Canopies

- Tents (with sides) greater than 200 sq. ft.
- Canopies (w/out sides) greater than 400 sq. ft.
- Set-up diagrams are required on tent/canopies larger than 20' x 20'
- Tents placed closer together than 12' become classified as one tent.

LPG

- Use of liquid gases for cooking, warming, etc.

Pyrotechnics

- Use requires permits from the State Fire Marshal's Office as well as the Nashville Fire -Marshal's Office.

Special Event Fire Watch

- When square footage under a tent would allow for 300 or more occupants.
- 1st Avenue closures/Riverfront Park
- Restricting access from buildings or tents
- If deemed necessary by the Fire Marshal after review of your event.

Site Diagram

- Site diagrams are not required to be to scale, but must provide a legend/labels and include dimensions of tents, distances between tents, locations where cooking will take place and placement of all other stationary items (e.g. food trucks, fencing/bike rack, stages etc).

- All permit applications and fees must be submitted to the Fire Marshal's Office no less than 3 working days prior to your event. (More advanced notice is greatly appreciated.)

- Those applications and fees are accepted between the hours of 7:30am & 3:00pm, Monday thru Friday at our headquarters office located at 63 Hermitage Avenue, Nashville, TN 37210.

- We accept Checks (payable to the *Nashville Fire Department*) or Credit/Debit Cards. ****As of May 15, 2014 we are no longer accepting cash as payment for the purchase of permits.**

- If you would prefer and have the time to mail in those applications and checks, you may send those to our mailing address. Our mail goes through a central office please allow 10 days for mail to arrive in this office.

- Applications & Credit Card forms may be faxed to 615-862-5236.

- Vendors that set up without the proper permits or are not ready for inspection at the set inspection time are subject to additional fees and/or citations.

Fees

Tents/Canopies	\$ 25.00
LPG	\$ 25.00
Pyrotechnics	\$175.00 per show
Special Event Fire Watch	\$ 50.00 per hour

Permit Applications are available on-line at
<http://www.nashfire.org/Prev/permits.htm>