



# TENT RENTAL INFORMATION

## Tent Rental Information

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Tent Permit Info

Tent Permit Form

Tent and Flooring  
Order form

### INSTRUCTIONS FOR TENT/TEMPORARY STRUCTURE FILING

- The Norwalk Department of Code Enforcement requires that Temporary Structure permits be issued for every tent or temporary structure of 120 sq. ft. or more (any tent larger than a 10' x 10'). Drawing indicating size, location, spacing, exits, seating (if any) and Tent Contractor must submit to the Building Official copies of Certification of Fabric Fire Resistance Rating for each tent. Tent Contractor must have a State Permit and have Fabric Certification on file with the State of Connecticut Department of Public Safety.



#### **The fee for this permit is \$50. (Pricing subject to change)**

- Electrical permits are required if electricity is supplied to the tent or regardless of the tent size. All electrical appliances must be raised off the ground by wood by a minimum of four (4) inches.

#### **The fee for this permit is \$50. (Pricing subject to change)**

- The mechanical Inspector will issue Gas Piping Permits for all appliances used for cooking etc. Also temporary water piping used for drinking or cooking must be inspected by the Plumbing Inspector for proper piping. Garden hose cannot be used. Plumbing permits are required if piping is to be used for water or gas service. Garden hose cannot be used for these purposes.



#### **The fee for this permit is \$50. (Pricing subject to change)**

- A time should be set at least four (4) hours prior to show opening for all inspections with tent owners or vendors. If you require Saturday and/or Sunday inspection there will be an additional \$150.00 fee. (pricing subject to change) Every tent will receive a separate, yellow Inspection Sign-off Card that must be posted and subsequently signed by all City departments after inspection and before the show opens.

All of the above requirements are either State Statutes of State Building Code Requirements required by the CT Department of Public Safety.

Please complete the APPLICATION FOR TEMPORARY STRUCTURE form on the following page as follows:

The Application for Temporary Structure, the Certificate of Flame Resistance and the check for the fees above (payable to the Norwalk Department of Code Enforcement) should be mailed to:

Norwalk Department of Code Enforcement  
P. O. Box 5125  
125 East Avenue  
Norwalk, CT 06856  
Attn: Bill Ireland





# APPLICATION FOR TEMPORARY STRUCTURE (TENTS, ETC.)

To: BUILDING DEPT.  
125 EAST AVENUE  
NORWALK, CT 06856

The Undersigned hereby applies for permission to: Erect a X tent for the  
Norwalk Boat Show, September 20-23, 2018 No. of days 4

No./Street Location Norwalk Cove Marina, 48 Beach Rd, East Norwalk, CT Zip Code 06855

Application No. \_\_\_\_\_ Date \_\_\_\_\_ Estimated Cost \_\_\_\_\_ Fee \_\_\_\_\_

Applicant \_\_\_\_\_ Address \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Property Owner Norwalk Cove Marina, Inc. Address 48 Beach Rd. East Norwalk, CT 06855 Phone( 203 ) 838-2326

Contractor Stamford tent & events services Address 84 Lenox Ave. Stamford, CT 06906 Phone (203) 324-6222

## APPROVALS

Zoning \_\_\_\_\_ Date \_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_ District \_\_\_\_\_ Zone \_\_\_\_\_

Fire Marshall \_\_\_\_\_ Date \_\_\_\_\_

Health Dept. \_\_\_\_\_ Date \_\_\_\_\_

Remarks: \_\_\_\_\_

Electrical: \_\_\_\_\_

Plumbing: \_\_\_\_\_

Gas Piping: \_\_\_\_\_

The laws and building regulations of the State of Connecticut and City of Norwalk shall at all times have precedence over drawings and specifications. Anything contrary to said laws and regulations that may at any time appear in drawings and specifications, or in the work as executed, shall be corrected without delay upon the receipt of due notice from the Building Inspector. The granting of a permit for the proposed work shall not be assumed or construed any right or permission to do anything contrary to the laws and regulations of aforesaid, under any circumstances whatsoever.

I hereby certify that all of the statements herein contained are true and correct

Signature of Applicant \_\_\_\_\_ Signature of Owner \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Permit Processed by \_\_\_\_\_ Phone \_\_\_\_\_

Permit Issued \_\_\_\_\_ 20 \_\_\_\_\_ Approved by \_\_\_\_\_

Chief Building Official

# TENT AND FLOORING ORDER

DEADLINE DATE: September 10, 2018

## TENTS

Special Pre-Boat Show Price (*please indicate size desired*):

10' x 10' Canopies	\$175.00	<input type="checkbox"/>	
10' x 20' Canopies	\$275.00	<input type="checkbox"/>	<i>Larger size tents available upon request. All Canopy and tent requests subject to availability.</i>
20' x 20' Canopies	\$375.00	<input type="checkbox"/>	
20' x 30' Canopies	\$525.00	<input type="checkbox"/>	
20' x 40' Canopies	\$675.00	<input type="checkbox"/>	

*All have white tops.*

*Ten foot legs additional cost (10%).*

*All tents must be able to be staked into the ground.*

*White sides available at a cost of \$2.00 per linear ft.*

*Clear plastic sides or privacy sides available at a cost of \$2.10 per linear ft.*

## FLOORING

*Give your display a boost with wood flooring or Porta Floor.*

Plywood sub-floor is only \$6.00 per square foot, with carpet included. You can raise your display to new heights and out of the elements.

Porta Floor with black astroturf is \$2.00 per square foot.

Supplies are limited and orders are filled on a first-come, first-served basis.

**On-site orders cannot be accepted.**

Space Dimensions (total square feet) \_\_\_\_\_ x \$sq. ft. = \$\_\_\_ Wood/Carpet

\_\_\_\_\_ X \$sq. ft. = \$\_\_\_ Porta Floor/Astroturf

Company \_\_\_\_\_ Space \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Authorized Signature X \_\_\_\_\_

THESE PRE-BOAT SHOW PRICES WILL REMAIN IN EFFECT UNTIL SEPTEMBER 10, 2018. AFTER THIS CLOSE OUT DATE WILL BE DELIVERED ON A C.O.D. BASIS, SUBJECT TO AVAILABILITY. CONNECTICUT SALES TAX NOT INCLUDED

RETURN WITH PAYMENT TO:  
**Stamford Tent & Event Services**  
84 Lenox Avenue, Stamford CT 06906  
Phone: 203-324-6222 Fax: 203-316-5116