

**CITY AND COUNTY OF DENVER
DENVER FIRE DEPARTMENT - FIRE PREVENTION & INVESTIGATION DIVISION**

SPECIAL EVENT INFORMATION FORM/PERMIT FORM

EVENT NAME _____
EVENT DATE _____ EVENT BOOTH NUMBER _____
BUSINESS NAME _____
BUSINESS REPRESENTATIVE _____ PHONE _____
BUSINESS ADDRESS _____

Remit Form and Payment ONLY if your exhibit includes one or more of the following:

Candles and Open Flame permit fee: \$50.00

Open Flame Devices _____ Candles _____ Lanterns _____ Other _____
Describe Device _____
Describe Use _____
Describe Safety Precautions _____

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Compressed Gases _____ Propane _____ Butane _____ Natural Gas _____ Other _____
Describe Use _____
Describe Container and Capacity _____

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Display Vehicle Permit fee: \$75 per vehicle:

Number of Vehicles _____
Location where vehicle will be displayed. _____

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NOTE: ONLY inert gases that do not possess fire, explosive or health hazards are exempt from special use permits (although they will still need "knockover" protection). A few examples of associated gases would be: carbon dioxide, nitrogen, helium, and oxygen in small quantities. Facility Management approval is required prior to use of listed inert gases.

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I understand that a **pre-event**, on-site inspection will be done by the Fire Prevention and Investigation Division and that if I do not comply with the Uniform Fire Code, my permit may be revoked **without a refund**. I understand that the Special Event Permit has a Fee and is payable to the "**Manager of Finance**"; the fee must be submitted in advance to the Facility Management. See permit Fee schedule for applicable fee amount. **All fees double if application is submitted less than 14 days from the event.**

Signature _____ Date _____