

# BBQ Austin Application Tent/Membrane Structure Permit



The Travis County Fire Marshal's Office requires a permit for any tent or other membrane structure that meets the following requirements.

- Tents with sides or membrane structures having an area over 400 square feet.
- Single tent having an area over 700 square feet without sides
- Multiple tents placed side by side without a 12' break clearance exceeding 700 square feet.

## BBQ Austin Team/Tent Company Information

(one permit per tent)

Team Name

Team Space #

Tent Size (Sq.Ft)

Team Representative Name

Team Phone #

Team Email

Tent Company & Representative Name

Tent Company Phone #

Tent Company Email

**(Fee Amount:** The fee for a Tent/Membrane Structure Permit is **\$240**. Paid through BBQ Austin team registration).

**Please verify by initialing each statement, that you have read, understand, and will abide by the following:**

\_\_\_\_ **Submit the following documentation:**

- Completed application for each tent install
- Flame resistant certificate
- Site plan (including inside the tent)
- Egress plan
- Structural plan for tent

\_\_\_\_ Labels shall be permanently affixed to all temporary membrane structures, tents or canopies bearing the identification of size and fabric or material type

\_\_\_\_ Temporary membrane structures shall not be located within 20 feet of buildings, parked vehicles, internal combustion engines, open flame or other devices emitting flame, fire, heat, any flammable or combustible liquids, gas, charcoal, other cooking device, any other unapproved devices while open to the public.

\_\_\_ To determine the required distance, support ropes, and wires shall be considered as part of the temporary membrane structure, tent or canopy.

\_\_\_ Submit a floor plan indicating details of the tent, projected occupant load, seating capacity and arrangement, exit sign location, anchoring location, and special hazards.

\_\_\_ Post "No Smoking" signs and provide a receptacle outside at each entrance.

\_\_\_ Exit signs are required when the occupant load is >50. For occupant loads >300, the exit sign must be internally illuminated and have battery backup power.

\_\_\_ ABC-type dry chemical fire extinguishers shall be provided as needed to maintain a maximum travel distance of 75 feet from all areas of the structure to an extinguisher. Extinguishers shall have a minimum rating of 2-A, 10-B: C.

\_\_\_ Hay, straw, shavings, or similar combustible materials shall not be located within any tent or air-supported structure containing assembly occupancy.

\_\_\_ Combustible trash shall be removed at least once a day from the structure during the period the structure is occupied by the public and shall be stored in approved containers until removed from the premises.

\_\_\_ Open flame or other devices emitting flame, fire, or heat or any flammable or combustible liquids, gas, charcoal, or other cooking device or any other unapproved devices shall not be permitted inside structures while open to the public unless approved by the Fire Marshal's Office.

\_\_\_\_\_  
**Team Representative Name**

\_\_\_\_\_  
**Team Representative Signature**

\_\_\_\_\_  
**Date**

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**RODEO AUSTIN OFFICE USE ONLY**

- ☐ *Team Registration Submitted.*
- ☐ *Team Registration Paid*
- ☐ *Received all documentation.*

- o Completed application for each tent install*
- o Flame resistant certificate*
- o Site plan (including inside the tent*
- o Egress plan*
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