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Chandler Fire, Health & Medical Department
Temporary Sales & Promotional Event Permit

The Temporary Sales and Promotional Event Permit (TSPE) regulates events such as temporary carnival/fair, trade show, temporary amusement event, vehicle display, outside sales, parking lot sales, tent sales, business promotions, and other events that involve temporary retail sales where alcohol is not involved.

Business Name	Sales Tax Number	Date(s) of Event

Event Location	Time(s) Event will Operate
Event Description	On-site Phone Number for Event

I will be having a: ☐ Carnival* ☐ Fair* ☐ Amusement Event* ☐ Trade Show* ☐ Vehicle Display*

I will be selling consumer fireworks from:	This event will be held on:	I have permission from the property owner: (Documentation Shall be on Site)
☐ Tent* ☐ Out of a Commercial Building*	☐ Private Property ☐ City Property	☐ Yes ☐ No

I will be using a Tent(s) that is:	I will be using a Canopy(s) that is:	
☐ Less than 400 Square Feet # ____	☐ Less than 700 Square Feet # ____	The Tent or Canopy will have less than 50 people at any given time.
☐ Between 401 – 800 Square Feet # ____	☐ Between 701 – 800 Square Feet # ____	☐ Yes ☐ No*
☐ 801 Square Feet and Over* # ____	☐ 801 Square Feet and Over* # ____	
☐ I will not be using a Tent.	☐ I will not be using a Canopy.	
Place the number of tents to be used in appropriate space.	Place the number of canopies to be used in appropriate space.	

I will be using additional Tents/Canopies:

Number: Size:

I will be cooking on a residential type grill with a cooking surface less than 400 square inches.	☐ Yes	☐ No*
The propane tank on my grill is less than seven (7) gallons.	☐ Yes	☐ No*
There will be mobile food trucks / vans / trailers at my event.	☐ Yes*	☐ No
Will any other open-flames be on site (candles, torches, etc.)?	☐ Yes*	☐ No

This event will be held on: ☐ Asphalt, Concrete ☐ Grass ☐ Gravel ☐ Dirt*

Will this event have inflatables?	☐ Yes*	☐ No

Applicable Permit Fees

Tents or canopies that are 801 Square Feet or Larger ($170); each additional tent or canopy over 801 Square Feet ($40)
Open Burn Permit Cooking Surface over 401 Square Inches or Larger & Mobile Food Truck/Van/Trailers ($85)
Carnivals, Fairs, Amusement Events, Trade Shows, & Vehicle Displays ($125)
Permits requiring a payment will require an inspection.
Payment for permit can be made online through www.chandleraz.gov "Pay My Bill", Pay My Fire Dept. Fees

I certify the information and responses provided above are true and accurate to the best of my knowledge and belief; I also acknowledge that a false or inaccurate response may be in violation of the Chandler City Code and/or Fire Code.

Owners/Occupants/Applicants shall be liable for structural stability of tent, canopy or other membrane structures; Structural stability documentation and this permit shall be kept on site at all times.

Responsible Party Name: _____ Date: _____

Phone No.: _____ Email: _____

Requested Inspection Date: _____ Requested Inspection Time: _____

FD Only: Approved: _____ Not Approved: _____ Date: _____ Reviewer: _____

*A member of the Fire Prevention Staff will contact you, if a box with an asterisk (*) is checked.