



DALLAS FIRE-RESCUE DEPARTMENT

INSPECTION & LIFE SAFETY EDUCATION DIVISION

1551 BAYLOR ST., #400, DALLAS, TX 75226

(214) 670 - 4319 / MAIN - (214) 670 - 4324 / FAX



Temporary Assembly Permit Application

NAME OF EVENT				
EVENT ADDRESS				
LOCATION OF EVENT WITHIN BUILDING:				
EVENT TIMELINE	MOVE IN DATE		MOVE IN TIME	
	EVENT START TIME		EVENT END TIME	
	MOVE OUT DATE		MOVE OUT TIME	
CONTACT INFORMATION	<u>PERSON IN CONTROL/EMERGENCY CONTACT</u>			
	NAME		PHONE NUMBER	
	MAILING ADDRESS		EMAIL ADDRESS	
	<u>ON SITE CONTACT/OPERATOR</u>			
	NAME		PHONE NUMBER	
	MAILING ADDRESS		EMAIL ADDRESS	
EVENT DESCRIPTION	PROVIDE FULL DESCRIPTION OF EVENT, ADVERTISING METHOD & ALL ACTIVITES SCHEDULED TO TAKE PLACE DURING THE EVENT			

EVENT INFORMATION	Will there be a stage?	YES NO	Will event include hazing?	YES NO
	Will a generator be brought on site?	YES NO	Will alcohol be served/sold?	YES NO
	Will food be served/sold?	YES NO	Is there a current certificate of occupancy for space?	YES NO
	Will a tent be erected for event?	YES NO	Is there sufficient parking arrangements for expected occupant load?	YES NO
	Will candles or open flame devices be used?	YES NO	Will there be any Fire Acts (fire breathing, fire twirling, etc.)?	YES NO
	Will the proposed event impact a city street, sidewalk, alley or other city public right-of-way?	YES NO	Will the proposed temporary event include amplified sound outdoors?	YES NO
EXPECTED OCCUPANT LOAD _____				

INDEMNIFICATION CLAUSE	As a condition of a Temporary Assembly Permit being issued, the permit holder agrees to indemnify, defend and hold harmless the City of Dallas and all of its officers and employees against any and all suits, causes of action or claims for injuries, damages, costs and expenses to persons or property, whether public or private, that may arise out of, or be constituting a part of the temporary assembly event, or any activity constituting a part of the temporary assembly event, or any act, omission or misconduct of the permit holder or his agents, representatives, contractors, or employees. The permit holder agrees to discharge any/all judgments that may be rendered against the City of Dallas or its officers and employees in connection with any suit, cause of action, or claim after the judgment becomes final and unappealable.
-------------------------------	---

By submitting this application, I certify that all the information provided is correct, complete and accurate. If I am not the property owner of the site where the permit is proposed, I have obtained the property owner's permission. I agree to submit any additions/revisions in writing to conduct my special event in compliance with all applicable codes, ordinances, laws and the conditions contained in the Temporary Assembly Permit. I understand that the applicant is responsible for knowing and complying with the governing policies and regulations applicable to the permit. The City is not liable for any damages or loss resulting for the actual or alleged failure to inform the applicant of any applicable laws or regulations, including before or during final inspections. City approval of a Temporary Assembly Permit application, including all related plans and documents, is not a grant of approval to violate any applicable policy or regulation, nor does it constitute a waiver by the City to pursue any remedy, which may be available to enforce and correct violations of the applicable policies and regulations. I authorize representatives of the city to enter the above-identified property for inspection purposes.

SIGNATURE	DATE
------------------	-------------

FOR OFFICE USE ONLY		
<u>RECEIVED BY:</u>	<u>RECEIVED ON:</u>	<u>SITE INSPECTION CONDUCTED:</u>
<u>APPROVED BY:</u>	<u>CUSTOMER NOTIFIED BY:</u>	<u>CITY DEPT. NOTIFIED BY:</u>