

Seattle Fire Department Permit Application
Code 2503/2505 **Assembly Occupancy, Temporary**

Special Events
 -Revised 01/2009-



Permit Fees - Check one

- Event attendance 0 - 999 \$150.00* Code: 2503
- Event attendance 1,000 - 2,999 \$298.00* Code: 2505.1
- Event attendance 3,000 - 9,999 \$596.00* Code: 2505.2
- Event attendance 10,000 -19,999 \$851.00* Code: 2505.3
- Event attendance 20,000 and over \$1,702.00* Code: 2505.4

TO BE COMPLETED BY PERMIT APPLICANT (PLEASE PRINT)

FIRM/APPLICANT NAME:		
MAILING ADDRESS:		SUITE:
CITY:	STATE:	ZIP:
EVENT ADDRESS:		
EVENT DATE(S):		EVENT START TIME(S):
CONTACT PERSON:		PHONE NUMBER: ()
Please include a check made payable to the CITY OF SEATTLE with this application.		

Permit applications may be submitted in person weekdays from 8:00 a.m. to 4:30 p.m., or mailed to:
 Seattle Fire Department
 Fire Marshal's Office—Permits
 220 Third Avenue South, Second Floor
 Seattle, WA 98104-2608

Permit Processing: (206) 386-1025
www.seattle.gov/fire

APPLICATION RECEIVED LESS THAN 10 BUSINESS DAYS PRIOR TO THE EVENT WILL BE ASSESSED A LATE FEE. THE LATE FEE IS AN ADDITIONAL 50% OF THE ORIGINAL PERMIT FEE.

***PERMITS REQUIRING INSPECTION OUTSIDE REGULAR BUSINESS HOURS WILL BE BILLED BY INVOICE FOR THE INSPECTION. (REG. BUSINESS HOURS MONDAY-FRIDAY 8:00 AM TO 4:30 PM)**

TO BE COMPLETED BY FMO INSPECTOR:

Permit Approved by Inspector : _____	Date: _____
Event Title:	
Permit cc:	
Late fee waived: <input type="checkbox"/> Yes <input type="checkbox"/> No Initials: _____ <input type="checkbox"/> Cancel with full refund <input type="checkbox"/> Cancel, no refund Initials: _____	

FMO OFFICE USE ONLY:

Date Received:	Receipt No.:	Check No.:
Expiration Date:	Application ID#	
<input type="checkbox"/> Cancel with full refund <input type="checkbox"/> Cancel, no refund <input type="checkbox"/> Moved <input type="checkbox"/> No Longer Needs <input type="checkbox"/> Out of Business		