

# ORANGE COUNTY FIRE RESCUE

#### **OFFICE of the FIRE MARSHAL**

7079 University Blvd. Winter Park, FL 32792 Phone # 407-836-0004 Fax # 407-836-8330 Email application to: OFMpermits@ocfl.net



### **Permit Application for Special Outdoor Event**

(Permit fee of \$89.00 is Not Refundable Once the Application has been processed)
(Applicant shall provide a set of Plans [Include Site and/or Floor plans] and product submittal data with this Application)
Please fill in all questions on the application. If something does not apply mark N/A.

Applications must be submitted 21 days prior to the event or an Expedited Plans Review fee of \$221.00 will be charged.

Date:		Fire Dept. Permit #	(Fire Dept. use only)				
New Permit		Correction to a Permit R	evision to a Permit 🔲				
Corrections or Revisions: Please enter the Permit # and Date of the original submission here							
Permit # : Date:							
NOTE: Corrections occur when a permit has been rejected and revisions occur when changes are made after a permit has been issued!							
ARE OPEN FLAME DEVICES BEING USED ? (OCFRD may require a FIRE WATCH for such events) YES NO							
Name of Events							
Name of Event:							
Name of Facility:							
Address:							
Contact Person:							
Frank Changan		Final	ı.				
Event Sponsor:	Email:						
Event Sponsor Addres	<u>3S:</u>	DI II	- "				
Contact Person:		Phone #:	Fax # :				
Fee Amount = \$89.00			Receipt #:				
	No Additio	onal Fees Required for Cor	rections				
		<del>(=</del> : )					
Set Up Date(s):		1	(Time):				
Show Date(s):			(Time):				
Number of Booths:	Size of Booths:	Booth Construction Pipe/Drape	Booth Construction Other:				
If OTHER please desc	cribe:		<u> </u>				
·							
Special permits requir	ed for:						
Event Sponsor's Signature:							
		AILED, PLEASE PROVIDE A STA	MPED/SELF ADDRESSED ENVELOPE.				
OFFICE OF THE FIRE MARSHAL USE ONLY							
	<b>5</b> .1.1 <b>5</b>						
Reviewers Signature:			ate:				
Code Enforcement Standby Required (Based upon information disclosed at time of application):							
YES NUMBER NO NO							
Trained Crowd Mana	 agers Required :	YES NUMBER	NO NO				

# SPECIAL OUTDOOR EVENT PERMIT (continued)

Hours of Event:
Description of Event (site plan <b>MUST</b> be attached *)
Is this a Ticketed Event? YES NO Number of tickets to be sold:or- Number of persons expected to attend:
Is food to be sold or served? YES NO PRECOOKED PRECOOKED
Is alcohol being sold or served? <b>YES NO</b> If <b>YES</b> , provide copy of Alcohol Permit Application.
Will there be any fireworks or pyrotechnics? <b>YES</b> (Additional permits required) <b>NO</b>
Will there be any street closures? <b>YES</b> (Additional permits required) <b>NO</b> How will the event area be blocked off?
Will there be any tents? YES (Additional permits required) NO If YES How many and what size(s)?
Will there be any stages? YES If YES describe:NO
INFORMATION REQUIRED BY ZONING:  TOTAL square footage of structure(s) on site:  Uses of structure(s) (i.e. shopping center, church, industrial, etc.):
Total number of parking spaces including handicap on site:  Total number of parking spaces to be used for the event:

#### **SPECIAL OUTDOOR EVENT PERMIT (continued)**

#### \*NOTE: The site plan must include the following and be to scale or dimensioned

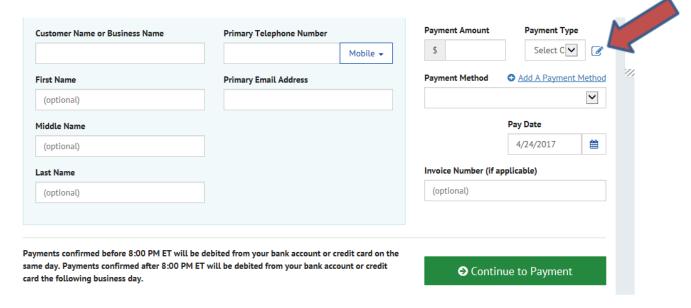
- 1. Show all locations of any fire hydrants on the property or any fire department connections to the building on the property.
- 2. Please describe any stage to be used. If building the stage, we require engineered approved plans. If a stage is being rented then most companies have the specs on their stages.
- 3. Show placement of all tents, tables, booths, etc.
- 4. Any area to be blocked off prohibiting vehicles and emergency equipment.
- 5. Explain how the area will be closed off to traffic and if closing the area show all entrances and exits.
- 6. Type of barricading to be used.
- 7. Parking area for attendees.
- 8. Submit a notarized letter from the property owner.
- 9. Please note if security, either private or law enforcement will be on site.
- 10. Please submit a copy of your alcohol permit if required.



# **E-Bill Express from Orange County Fire Rescue!**

Below is the website for our new Payment Portal for all payments. Please submit the **email confirmation** (example attached) of payment along with your permit application.

Next to the Payment Type click on the symbol with the box and pencil to add your building permit # & if there is no building permit # include the project name and address.



For your convenience you can make your secure payment

ONLINE using a credit card or funds withdrawn directly

from your bank account (ACH).



https://ww2.e-billexpress.com/ebpp/OCFRDBillPay/

From:

OFMPermits@ocfl.net

Sent:

Friday, June 02, 2017 1:00 PM

To:

OFMPermits@ocfl.net

Subject:

Your one-time Payment to Orange County Fire Rescue Department has been initiated

From: <u>E-BillExpress@E-Billexpress.com</u> **Date:** June 2, 2017 at 9:42:25 AM EDT

To: OFMPermits@ocfl.net

Subject: Your one-time Payment to Orange County Fire Rescue Department has been initiated



#### Your One-time Payment to Orange County Fire Rescue Department is being processed.

Customer Name or Business Name:

**Orange County** 

BCC

Account Name:

Orange County

BCC

Payment Account:

Visa \*\*\*\*1234

Payment Amount:

\$80.00

Total Amount:

\$80.00

Creation Date:

Friday, June 02, 2017

Payment Date:

Friday, June 02, 2017

1 Item paid with this One-time Payment

Confirmation	Customer Name or I	Business Payment	Payment Type	Additional Information
3008121234	Orange County BCC		01 - Permitting	Fire Alarm System
Allen			(OFM)	Permit

Please DO NOT reply to this email. This email message was sent from a notification address that cannot accept incoming email.

To contact us, click here and review the Contact Us section on our web site.