



# Phoenix Fire Department

## Fire Prevention

### Assembly Permits Application – Plan Submittal Required\*

- |  |  |
|--|--|
| <input type="checkbox"/> <b>Public Assembly (indoors) F187</b><br>Permit Fee: <b>\$135</b> * 10 business days prior  | <input type="checkbox"/> <b>Outdoor Assembly F400</b><br>Permit Fee: <b>\$405</b> * 30 business days prior                 |
| <input type="checkbox"/> <b>Amusement Buildings F448</b><br>Permit Fee: <b>\$540</b> * 30 business days prior  | <input type="checkbox"/> <b>Vehicle Display F188</b><br>Permit Fee: <b>\$135</b> * 10 business days prior                  |
| <input type="checkbox"/> <b>Trade Show/Exhibit F440</b><br>Permit Fee: <input type="checkbox"/> <b>\$270</b> (1-5,000 sq ft)<br>*Plan Submittal required 30 days prior | <input type="checkbox"/> <b>\$405</b> Trade Show/Exhibits 5,001 sq ft or greater<br>*Plan Submittal required 30 days prior |

**These Fees Apply to all Permits on this Application**

- |  |  |
|--|--|
| <input type="checkbox"/> <b>\$25 per day *Late Submittal Fee</b><br>Fee will be charged for applications not received within the prescribed timeframe. | <input type="checkbox"/> <b>\$135 Re-Submittal fee</b><br>A resubmittal fee will be assessed when changes are made to the approved plan. |
|--|--|

Business Information				
<b>Name of Event:</b>				
<b>Complete Event Address:</b>				
<b>Name of Venue:</b>				
<b>Date(s)/Time of Operation:</b>	Date:	Time:	Desired Inspection Date/Time:	
<b>Site Contact:</b>	Name:		Cell Phone:	
<b>Responsible Party:</b>	Name:		Phone:	
<b>Responsible Party Address:</b>	City:		St.:	Zip:
<b>Payment is due at the time of application submittal. All fees are non-refundable. Inspection will not be scheduled until payment has been processed.</b>				
Permit applications may be faxed to 602-271-9243, submitted in person weekdays from 8:00 a.m. to 4:30 p.m., or mailed to:  Phoenix Fire Department Fire Prevention 150 S. 12 <sup>th</sup> Street Phoenix, AZ 85034  Permit questions call: 602-262-6771 or email at <a href="mailto:prevention.phoenix.fire@phoenix.gov">prevention.phoenix.fire@phoenix.gov</a>				
FP OFFICIAL USE ONLY				
<b>Payment Received:</b>	Check #	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Cash	
<b>Date Received:</b>			<b>Received By:</b>	



# Phoenix Fire Department Fire Prevention

## Credit Card Payment Form

This form does NOT qualify as the permit application, a separate permit application must be submitted

<b>Name of Business, Event, or Permit Number:</b>	
<b>Business, Event Location or Job Address:</b>	
<b>Name of Event (if applicable):</b>	
<b>Credit Card Number:</b>	
<b>Expiration Date:</b>	<b>Billing Zip:</b>
<b>Cardholder Name:</b>	<b>Amount to be Charged:</b>
<b>Contact Name:</b>	<b>Phone Number:</b>
<b>Other Instructions (i.e. fax receipt):</b>	
<b>Payment is due at the time of application submittal. All fees are non-refundable.</b>	
Credit Card Payments may be faxed to: 602-271-9243 or submitted in person weekdays from 8:00 a.m. to 4:30 p.m., or mailed to:  Phoenix Fire Department Fire Prevention 150 S. 12 <sup>th</sup> Street Phoenix, AZ 85034  Questions call: 602-262-1699 or online at <a href="http://www.phoenix.gov/fire/fireprevention">www.phoenix.gov/fire/fireprevention</a>	

**Please note: This form will be destroyed once payment has been processed**