



## Vehicle Display – Site Plan Submittal Required

**\*Vehicle Display (F188) \$300**

**\*Must be submitted 10 business days prior to event start date.**

**\$25 per day \*Late Submittal Fee**

A penalty fee of \$25 per day, up to 10 days, shall be assessed for permit applications not received within the established timeframes.

**Permit Price =** \_\_\_\_\_

**\*Late Submittal Fee: \_\_\_\_\_ x \$25 =** \_\_\_\_\_

**Total Cost of Permit =** \_\_\_\_\_

Event Information				
<b>Name of Event</b>				
<b>Event Address</b>				
<b>Date(s) of Operation</b>	<b>Start Date</b>	<b>End Date</b>	<b>Desired Inspection Date/Time:</b> <i>(Equipment shall be setup and all items ready for inspection at this time)</i>	
			@	
<b>On-site Responsible Party</b>	<b>Name</b>		<b>Phone</b>	
<b>On-site Responsible Party</b>	<b>Email</b>		<b>Alt Phone</b>	
<b>Applicant</b>	<b>Individual Name</b>		<b>Company Name</b>	
<b>Applicant</b>	<b>Address</b>		<b>City:</b>	<b>State:</b> <b>Zip:</b>
<b>Applicant</b>	<b>Email</b>		<b>Phone</b>	
<b>Payment is due at the time of application submittal. Plan Review and inspection will not be scheduled until payment is processed.</b>				

Permit applications may be faxed to 602-495-7429, submitted in person weekdays 8 am to 5 pm at the address below, emailed to [applications.pfd@phoenix.gov](mailto:applications.pfd@phoenix.gov) or mailed to the address below.

For permit questions or to speak with a Fire Inspector please call: 602-262-6771

For more information visit [www.phoenix.gov/fire/prevention](http://www.phoenix.gov/fire/prevention)

Phoenix Fire Department | Fire Prevention  
150 South 12<sup>th</sup> Street Phoenix, AZ 85034



## Vehicle Display Application

This checklist has been provided to assist in preparing a complete application. Only complete applications will be accepted.

Location:		
Site Contact:	Name:	Cell Phone:
Site Contact Email:		

1. Complete the application and ensure each of the required elements listed are provided.

### **Required Information**

- Detailed floor plan
  - Location of vehicle(s)
  - Type and quantity of vehicle(s)
  - Type of fuel for each vehicle
  - Location and size of exits
  - Location of fire extinguishers
  - Location of booths, if applicable
2. The application shall be submitted 10 business days in advance of the event date or be subject to a \$25 per day late fee.
  3. The application and floor plan will be reviewed and approved by Fire Prevention Inspection Staff. You will be notified if any additional information is required. Review time will not exceed 90 days.
  4. The inspector will contact you to schedule an inspection. The permit will be issued when the inspection is completed and in compliance with the current Phoenix Fire Code.



## Credit Card Payment Form

Credit card payments may be faxed to 602-495-7429, or called in to 602-262-6771 when your application is submitted, or payments can be made in person weekdays between 8:00am and 5:00pm.

Submission of this form authorizes the City of Phoenix Fire Prevention Section to charge the credit card listed below:

<b>Credit Card information:</b>	
What are you paying for?	
Credit Card Number	Expiration Date
Name as it Appears on the Card	Amount to be Charged
Credit Card Billing Address	
Billing City, State & Zip	
<b>Contact Information:</b>	
Contact Name	Phone Number
Contact Email	
<p><b>Payment is due at the time of application and/or plan submittal.</b>  <b>Inspections will not be scheduled until payments have been processed.</b></p>	