

Riverside County Fire Department ~ Office of the Fire Marshal

Riverside Office (West):

2300 Market Street, Ste. 150

Riverside, CA 92501

Phone: (951) 955-4777 ~ Fax: (951) 955-4886



Palm Desert Office (East):

77933 Las Montañas Road, Ste 201

Palm Desert, CA 92211

Phone: (760) 863-8886 ~ Fax: (760) 863-7072

SPECIAL EVENT PERMIT

Office Use Only

FD Permit # _____

County/City Permit# _____

Assessor Parcel# (APN): _____

Plans Received

EVENT INFORMATION

Event Name: _____ Event Contact: _____

Address: _____ Phone: _____

City/ Zip: _____ Type of Event: _____

Event Date(s): _____ Time Start: _____ Time End: _____ Total # of people: _____

Additional Notes: _____

APPLICANT/SPONSORING ORGANIZATION INFORMATION

Company Name: _____ Applicant Name: _____

Address: _____ Phone: _____

City/ Zip: _____ Email: _____

Mark all that apply:

Food & Beverage:

Catered On-site/off-site Barbeques/ Grills Deep Fryers Ranges Woks

Tents/Canopies:

Tents over 400 square feet: _____ Canopies over 700 square feet: _____

Copy of fire retardant certification provided: Yes No

Booths: Number of booths: _____ Cooking: Yes No

Generators: Quantity: _____ Refuel Required Yes No

Open Flame/ Pyro: Yes No *Form 21 – Special Effects may be required

OFFICE USE ONLY

Fee Paid: _____ Date: _____

Payment Method: _____

Received By: _____

Receipt# _____

Permit Review

Approved Corrections Req.

Reviewed by: _____

Date: _____

Standby / Safety Inspection

Required: Yes No

Person Assigned: _____

Final Approval: Granted Denied

Sign: _____ Date: _____