



"Heart of the Lakes"

CITY OF KEEGO HARBOR
TEMPORARY TENT PERMIT
APPLICATION
2025 BEECHMONT
KEEGO HARBOR MI 48320
(248) 682-1930 www.keegoharbor.org

Office Use Only
Validation Area

FOR COMMERCIAL USE

(OFFICE USE ONLY) PERMIT NUMBER: PT-

The undersigned applies for a permit to install a tent under the provisions of the Zoning Ordinance, according to the following statements:

Applicant/Contractor _____

Phone _____ Address _____

Date of function _____ Date of install _____ Date of removal _____

Tent location on premises _____

Owner _____ Address _____

Phone _____ Size of Tent _____

Before any permit is granted for installation of a tent, the following requirements must be met.

1. Plans and specifications shall be filed with the Building Department showing the dimensions, materials and required details of construction including loads, stresses and anchorage, and distance from property lines.
2. Submit copy of liability insurance certificate with application.
3. A written consent of the owner or lessee of the premises upon which the tent is to be installed.
4. Obtain electrical permit if there will be power running to the tent prior to installation of the tent.
5. Site Plan where tent is to be installed.

Signature of Applicant/Contractor Date: _____

**Permit expires 1 year from date of issue, Permit
Renewal fee is \$50.00**

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Approved By: _____ Date: _____

Permit Fee: \$10.00

Plan Review Fee: \$15.00

Total Due: \$ 25.00

Council Approval: _____