



# MONTEREY FIRE DEPARTMENT

610 Pacific Street, Monterey, CA 93940

www.monterey.org/fire • (831) 646-3908

## Trade Show Permit Application

Please complete the following information to begin the trade show permit process:

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Monterey Business License No.: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_ Hours of Operation: \_\_\_\_\_

Number of People Anticipated (Per Day): \_\_\_\_\_

On-site Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Please provide a site/floor plan** indicating the layout of the trade show and table and/or booth arrangement plan, if applicable, indicating number of tables, table dimensions and locations, aisle locations and widths.

Fee: \$76<sup>(\*)</sup> - New Application

None - Updating Information

Monterey Fire Department staff will contact you regarding status and payment of the permit.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Please submit this application and floor plan to [fireprevention@monterey.org](mailto:fireprevention@monterey.org).*