



**NEWPORT BEACH FIRE DEPARTMENT
FIRE PREVENTION DIVISION**

100 Civic Center Drive | Newport Beach, CA 92660
www.newportbeachca.gov | (949) 644-3106 | FAX (949) 644-3120

NEWPORT BEACH FIRE DEPARTMENT
FIRE PREVENTION DIVISION
THIS **FIRE PERMIT** HAS BEEN APPROVED

BY: _____

DATE: _____

Application for
**TEMPORARY PERMIT TO OPERATE
CHRISTMAS TREE LOT**

APPLICANT INFORMATION IF BUSINESS		APPLICANT INFORMATION IF NON-BUSINESS	
Business Name:		Applicant Name:	
Phone:		Address:	
Email:		Email:	
Contact Name:		Contact Name:	
EVENT INFORMATION			
Event Name:			
Event Address:			
Event Date:		Event Time:	No of Attendees:
SPECIAL EVENT PERMIT INFORMATION			
<i>(A site plan is required for all permits, except candle permits. Fee applies to each individual Permit as marked below)</i>			
<input type="checkbox"/> Christmas Tree Lot			
▶ Site plan required showing location of tent or canopy			
▶ Indicate the locations of: No Smoking Signs, Fire Extinguishers and Illuminated Exit signs			
SPECIAL EVENT FEES			
<input type="checkbox"/> \$162.00 - Per Individual Permit as marked above, (inspection fee included if during weekday normal business hours).			
<input type="checkbox"/> \$214.00 – Inspection during contiguous normal business hours (1 hour minimum): <i>Inspection during non-contiguous normal business hours, weekend or holiday, (2 hour minimum)</i>			
ADMINISTRATION ONLY			
<input type="checkbox"/> Special Conditions of Permit Apply, ^{**}(See Attached)			

Rates changed per new Master Fee Schedule adopted by Resolution No. 2020-29.