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TEMPORARY TENT
INFORMATION AND REQUIREMENTS

1. **BUILDING PERMIT** - must be completed and signed by the contractor or person doing the work. All permits are submitted to the Township. Please note that no faxed or emailed applications will be accepted. We require all applications to have original signatures.
2. **WORKERS' COMPENSATION COVERAGE** - pursuant to Pennsylvania Law, every contractor must provide proof of workers' compensation coverage or a notarized exemption affidavit form. An insurance certificate, listing Whitehall Township as certificate holder, must be presented with each permit application at the time of submission. No permits will be accepted without this paperwork.
3. **BUSINESS PRIVILEGE LICENSE** - all contractors are required to have a valid Whitehall Township Business Privilege License prior to securing *any* permits. For more information, contact the Treasurer's office at 610-437-5524 ext. 144.
4. **ZONING CERTIFICATION FORM** - is required to be completed by any Business Privilege License holder.
5. **SITE PLAN** – a detailed site plan must be submitted showing location and size of the proposed tent along with setbacks to all property lines.
6. **PROPERTY LINE VERIFICATION FORM** – must be completed and signed by the property owner.
7. All tents shall bear a tag to verify fire rating treatment.
8. Tent stakes shall have protective caps installed.
9. Tents shall be installed to withstand wind, rain and snow loads.
10. A minimum number of fire extinguishers shall be provided.
11. Egress pathways shall be provided and maintained.
12. Public use tents shall be accessible.

ADDITIONAL REQUIREMENTS
FOR FIREWORKS SALES

1. No smoking signs shall be posted.
2. All packing and boxes shall be removed - No combustibles within 30' of tent.