



# ARLINGTON COUNTY FIRE DEPARTMENT

Fire Prevention Office  
1020 N. Hudson Street, 2nd Floor  
Arlington, VA 22201

TEL 703.228.4644

[www.arlingtonva.us](http://www.arlingtonva.us)

FAX 703.228.4655



## Special Event Application

Fees shall be levied in accordance with the Arlington County Fire Prevention Code for operational permits and related inspections.

Date of Event: \_\_\_\_\_ Event Type: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Event Coordinator/ Sponsor: \_\_\_\_\_ Phone #: \_\_\_\_\_

Event Site Owner/ Representative/ Contact Name: \_\_\_\_\_

Site Phone #: \_\_\_\_\_ Alternate Phone #: \_\_\_\_\_

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

Event Address: \_\_\_\_\_

Start Time of Event: \_\_\_\_\_ Finish Time of Event: \_\_\_\_\_

*Upon completion of permit inspections you will receive an Invoice. Payment of the Invoice is due 15 days after posted date.*

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*The applicant agrees to comply with all rules and regulations as set forth in the Fire Prevention Code and will be held legally responsible for any violations of the Fire Prevention Code.*

**Mail the application and payment to the following address:**

**Arlington County Fire Department  
Fire Prevention Office  
1020 N. Hudson Street, 2nd floor  
Arlington, VA 22201**

### **MISSION**

*We serve the community with compassion, integrity and commitment through prevention, education and a professional response to all hazards.*