



Office of Public Safety

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**Department of Environment, Labour,
and Justice**

Provincial Fire Marshal
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Requirements for Tents used as Temporary Assembly Occupancies

This document is intended to give organizers of functions that are planning to incorporate the use of a tent for a temporary assembly or mass gatherings such as but not limited to Weddings, Anniversaries, small Concerts, Promotions, Sales, Meetings, etc. The requirements set forth in this document are in accordance with NFPA 1 Uniform Fire Code 2003 Edition and NFPA 101 Life Safety Code 2003 Edition adopted by the Province of Prince Edward Island in the *Codes and Standards Regulations of the Fire Prevention Act*.

Any function involving a tent being used for an assembly occupancy or mass gathering shall take out a Special Events Permit Application from the Fire Marshal's Office. Requirements set forth by a Municipality can be more restrictive and may require a building permit to be taken out along with an Engineer sign off depending on the size and Occupant Capacity.

- Tents shall be permitted only on a temporary basis and shall be erected to cover not more than 75% of the premises. The ground enclosed in a tent and outside of the tent up to a distance of 10 feet from the tent shall be cleared of all (if any) flammable and combustible material and excessive vegetation during the event.
- All tent fabrics shall conform to NFPA 701 (Standard Method of Fire Tests for Flame Propagation of Textiles and Films) and shall have a tag attached to the tent fabric that indicates such. Documented proof (certificate) associated to the structure shall also be available if requested by the Fire Marshal.
- All Tents shall have identified exits that are kept clear at all times and those with an occupant capacity greater than 100 persons shall have emergency lighting installed within the structure.
- The Occupant capacity of the tent shall be determined by the Fire Marshal's Office with a diagram of the tent with any furnishings (if any, ie Bar) along with the tent dimensions and identified exits. The Occupant Capacity Certificate issued for a event shall be posted in a clear and conspicuous location (entrance or above the bar) during the event.
- Multiple tents on a premise and their locations to other structures shall be approved on a case by case basis by the Fire Marshal's Office with a plot plan of the entire premise (Location and Spacing) submitted.

- Portable fire extinguishing equipment of approved types shall be furnished and maintained in tents in such a quantity and locations directed by the Fire Marshal's Office. No cooking shall be permitted in tents.

- Any Grandstand, Stage, Heater, or Generators used within or in the immediate area of a tent shall meet the requirements of the Fire Marshal's Office and be approved on a case by case basis.

- Depending on the size and use the Fire Marshal's Office may require the sign off of an Engineer for the installation of the tent or other components such as Stage and Grandstands.

Any additional questions or comments can be directed a to the Fire Marshal's Office along with information and obtaining a Special Events Application by phoning (902) 368-4869 or contacting Deputy Fire Marshal Robert Arsenault at robarsenault@gov.pe.ca .

A handwritten signature in black ink, appearing to read "Dave Rossiter". The signature is fluid and cursive, with a large initial "D" and "R".

Dave Rossiter GFireE, CFO, CFEI
Provincial Fire Marshal
Province of Prince Edward Island