



Berlin Bureau of Fire Prevention
59 S. White Horse Pike
Berlin, NJ 08009
856-767-7777 Ext 308

Tent Fire Safety Requirements

All vendors using tents within **Berlin Borough** must comply with the following fire-safety requirements:

1. **Type I Fire Safety Permit** Required for any tent **greater than 900 sq. ft. and more than 30 ft. in any dimension.** The permit must be completed clearly and fully.
2. **UCC Permit Requirements** A UCC permit (completed at the Construction Office) is required if a tent meets the size criteria above *and* any of the following apply:
 - Erected between **December 1 and March 31**
 - Remains in place for **more than 180 consecutive days**
 - Requires permanent anchoring to the ground
3. **Flame Retardant Certification** All tents must meet **NFPA 701** flame-retardant performance standards. Certification is required and must be permanently attached to tent. *Cooking under a tent is prohibited unless proper certification is provided.*
4. **Structural Stability** Tents must be adequately braced and secured to withstand weather conditions.
5. **Smoking Prohibition** Smoking is prohibited under all tents. A clearly visible **"No Smoking"** sign must be posted.
6. **Heating Devices** Only approved heating devices may be used, and they must be properly vented to the outside.
7. **Portable Generators**
 - Must be separated from the public
 - Exhaust must be **10 ft** from other vendors and building openings
 - Fuel containers must be **10 ft** from the generator
 - Electrical cords must not create tripping or safety hazards
8. **Egress Requirements** If occupancy exceeds **49 persons**, provide **two separate means of egress**. Exits must be clearly marked with **illuminated exit signs**.
9. **Aisle Arrangement** Aisles within the tent must be approved by the **Fire Marshal** and kept clear at all times.
10. **Fire Apparatus Access** for fire apparatus must be maintained at all times.
11. **Tents must be vacated if severe weather is approaching.**

Permit Fees

- **\$54** — Events during regular business hours
- **\$154** — Events after business hours Payment may be made by **cash, check, or money order** payable to **Berlin Borough**.

Submission Deadline

All required documents and payments must be submitted **10 business days prior to the event. ABSOLUTELY NO EXCEPTIONS.** Failure to meet any requirement will result in **permit denial**.

Requirements are based on: NJ-DFS and Berlin Borough ordinance 2026-09

LOCAL ENFORCING AGENCY FOR BERLIN BOROUGH