



## **PRE-SPECIAL EVENT INSPECTION REQUEST FORM**

Complete this form and submit to Poudre Fire Authority Fire Prevention Bureau by clicking on the "SUBMIT" button at the bottom of the form.

A Special Event Inspector will contact you to confirm inspection date and time. This request must be submitted 72 hours PRIOR to the event.

Special events requiring an inspection must receive the inspection prior to event activities taking place. Every Special Event Application submitted by the applicant to Larimer County or the City of Fort Collins is reviewed by the Fire Marshal and a determination of a pre-event inspection requirement is noted at the bottom of the Special Events Comment Letter.

PFA Special Event #

Contact Name:

Contact Phone:

Event Name:

Event Location:

Event Date(s):

### **ENTER INSPECTION REQUEST DATES AND TIME**

First Choice:

Time Requested:

Second Choice:

Time Requested:

**SUBMIT FORM**

**RESET FORM**

Please direct your questions concerning this Pre-Event Inspection to the Fire Prevention Bureau at 970-416-2890.