



UTILITY LOCATE REQUEST FORM

If staking is required for tents, pegs less than 10 inches or Tents inside the Safe Tent Zones do not need a utility locate request. Any Pegs greater than 10" OUTSIDE Safe Tent Zones review the Safe Tent Zone Site Maps to ensure you are not able to keep your tents within the Safe Tent Zones [Appendix 18-27](#) www.penticton.ca/eventapp – permission and utility locates are required. You must complete this form. If permission has been granted, ensure all stakes are kept a minimum of two (2) meters away from all utility markings. The City of Penticton marks for Electrical and Water, Please review color codes for underground services at <http://www.bconecall.bc.ca/FormsAndSafety.php> . There will be a fee for locates. Structures may require a building permit (e.g. canopies, staging or tents larger than 55sq meters (592sq feet). See [Appendix 12](#) for information. All tents must be in conformance with British Columbia Building Code and meet NFP 96 Fire Suppression Regulations. See [Appendix 10](#) – Stages, Structures & Tents. As the event organizer you are responsible for ensuring that the staking is done to the standards listed above and your FSR will need to be on site for Tent Set ups to ensure all procedures are being followed.

Event:	Rental Contract #
Contact:	Email Address:
Phone:	Fax:
Park(s):	Date of Event
Company installing Structures:	Date of Locates
List types structures that require staking	

*** Detailed Site Maps must be included, outlining locations of all tents, structures and pegs/stakes. I acknowledge that the City of Penticton has a "no ground penetration without written approval for pegs greater than 10"outside the Safe Tent Zone" policy. I will ensure all stakes are kept at a minimum one meter away from all markings. We have evaluated our set up and have determined that staking outside the Safe Tent Zone is the best and/or only way to secure the above structures.

Signature

Date

CITY OF PENTICTON USE ONLY (APPROVAL OF LOCATES)	
Authorizing Signature:	<input type="checkbox"/> Yes
Date:	<input type="checkbox"/> No