

McAllen Fire Marshal's –  
Development Center Office  
311 N. 15<sup>th</sup>. Street  
McAllen, Texas 78505-0220



- One form per address or lot. For questions regarding inspections:  
**Office:** (956) 681-2500
- **Fax :** (956) 681-2560
- **Email:** mcallenfpdocs@mcallen.net

## Special Event Permit

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant Email: \_\_\_\_\_ **(Required)**

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_ City: \_\_\_\_\_

**Event name:** \_\_\_\_\_ **Event Date:** \_\_\_\_\_

**Event Location:**      Convention Center      Performing Arts Building      Other Address: *list below*)

**Other Address:** \_\_\_\_\_

**Event Type (\$50 Fee):**      Carnival      Circus Exhibits      Trade Show      Amusement Bldg.

**SPECIAL CONDITIONS WITHIN EVENT:** *(check all that apply)*

Open Flames **(\$50)**

Liquid or Gas Fueled Vehicles within event **(\$50)**

Pyrotechnic Special Effects **(\$500)**

Stand-by: Engine Company Unit - hrs\*\* \_\_\_\_\_ **(\$50)**

Stand-by: Inspectors–hrs\* \_\_\_\_\_ **(\$50)**

This form can be submitted in person at the McAllen Development Center located at 311 N. 15<sup>th</sup> St. or by email. The fees can be tendered at the Development Center or by phone if by credit card, or by mail if by check. Once the permit is processed, applicant will be contacted by an inspector to schedule the required inspection prior to the event. For questions regarding this process, please call 956-681-2500, and ask for the Fire Marshal's office.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Internal use**

Permit #: FIRE \_\_\_\_\_

Date Issued: \_\_\_\_\_

Issued By: \_\_\_\_\_

ID: \_\_\_\_\_

\* Events requiring fire inspectors to standby, will require a minimum of two inspectors for two hours at a rate of \$50.00 /hr/ per inspector.

\*\* If required or requested, engine company stand-by will incur a \$250.00/hr. fee.