

# San Francisco Fire Department

Division of Fire Prevention  
& Investigation



\_\_\_\_\_  
BUSINESS NAME

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP CODE

## EVENT INFORMATION

\_\_\_\_\_  
NAME OF EVENT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
LOCATION

## EVENT SPONSOR ACKNOWLEDGMENT RECEIPT FORM

Please read and complete this form. Please return all forms, documents, and fees to the SFFD Permit Section at the Bureau of Fire Prevention at 698 Second Street, Room 109, San Francisco, CA 94107

I, (print name) \_\_\_\_\_, the event sponsor or his/her authorized representative, acknowledge receipt of the San Francisco Fire Department fire safety package.

I agree to distribute a copy of **SFFD Administrative Bulletin No. 5.10** ("Safety Requirements for Regulated Activities at Outdoor Food and Street Fairs") and a "Vendor Acknowledgment Receipt Form" to each vendor using LP-gas (propane, butane), charcoal briquettes, wood chips, open flame devices, or flammable/combustible liquids. I also agree to submit all completed sponsor and vendor permit application forms, sponsor and vendor acknowledgment forms, required documents including names of vendors and their on-site location, and appropriate fees as a single application package to the SFFD Permit Section at least (5) business days prior to the event.

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE REQUIRED

\_\_\_\_\_  
TELEPHONE NUMBER

AB:s:bf:permits:sponsor form (Form Rev. 01/01/11)