



**Permit Application for Covered Mall Buildings**

An operational permit is required for a Cart/ Kiosk and a Special Event in a Covered Mall Building. The following conditions shall be met before a permit is issued:

- 1. Submit a permit application and pay a permit fee of \$75 to the Fayetteville Fire Department, 433 Hay Street, Fayetteville, NC 28301-5537.
- 2. Carts/Kiosks and Special Events shall be ready for inspection at the time of your appointment, i.e. Carts/Kiosks merchandise displayed ready for business, Special Events set up. If you are not ready at the time of your appointment, the permit application shall be voided and a new permit application shall be submitted with a \$75 fee. If a re-inspection is required to correct violations a \$50 fee will apply.
- 3. No changes shall be made without prior approval of the fire official. This includes, but is not limited to, exchanging or relocating vehicles, adding or removing display counters, changing merchandise and/or relocating carts or kiosks. Changes shall be made in writing by submitting a new permit application explaining the changes. A permit fee of \$75 will be required.
- 4. Special Events shall submit a brief description, and a floor plan showing the set-up of the event. Permit applications shall be submitted 24 hours prior to the event before the inspection can be scheduled.
- 5. Cart/Kiosk and Vehicle Displays inspections will be conducted on Tuesdays and Thursdays by appointment only. Permit application shall be submitted 48 hours prior to the inspection.

Non-compliance shall result in not issuing or the revocation of the permit. Termination of operations and an issuance of a civil citation may result.

Business/Event Name: \_\_\_\_\_

Location/Purpose: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Set up Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Fire Official Signature: \_\_\_\_\_ Approval Date: \_\_\_\_\_

**Permit valid for not more than the term of the lease/ length of event or three years, whichever comes first.**

433 HAY STREET  
FAYETTEVILLE, NC 28301-5537  
(910) 433-1730/1738/FAX (910) 433-1757  
An Equal Opportunity Employer  
www.cityoffayetteville.org