



# SEABROOK FIRE DEPARTMENT

87 Centennial Street

Seabrook, NH 03874

Phone: 603-474-2611 Fax: 603-474-5187

seabrooknh.info



William J Edwards

Fire Chief

603-474-3880

Lawrence "Koko" Perkins

Deputy Fire Chief

603-474-5300

## ASSEMBLY PERMIT APPLICATION

*This is only an application for a permit to operate a Place of Assembly:*

Date: \_\_\_\_\_ Application Type: NEW  RENEWAL

Business Name: \_\_\_\_\_

Business Address & Unit #: \_\_\_\_\_

Business Telephone Number: \_\_\_\_\_

Owner(s) Name: \_\_\_\_\_

Mailing Address (If different): \_\_\_\_\_

Emergency Contact # 1 Name & Phone: \_\_\_\_\_

Emergency Contact # 2 Name & Phone: \_\_\_\_\_

The following documents must be submitted with this permit application or on file with the Bureau of Fire Prevention **before a permit is issued.**

### New Permits

- Seating arrangements (FPE review)
- Square footage (FPE review)
- Exit location plans (FPE review)
- Fire Alarm and Sprinkler system annual inspection reports.
- Hood Suppression system semi-annual inspection reports

### Renewals

- Fire Alarm and Sprinkler system annual inspection reports
- Hood Suppression system semi-annual inspection reports.
- Hood Inspection/cleaning semi-annual Inspection report.

The Seabrook Fire Department also needs plans and specifications for **any proposed changes** before inspection to ensure compliance with applicable codes and standards. Dependent on the scope of work, certain changes may require the review of a Fire Protection Engineer (FPE) before submittal to the Seabrook Fire Department. Reviews by NH registered professional engineers with a specialty in Fire Protection only are acceptable. See the State of NH Joint Board of Licensure and Certification. Inspection requests require a 48-hour minimum notice by the applicant.

**Permit Fee(s) \$100.00 per Permit of Assembly**  
**Make checks payable to: Town of Seabrook**

Mail all documentation to:  
Seabrook Fire Department  
87 Centennial Street  
Seabrook, NH 03874

DATE Rec'd \_\_\_\_\_ CHECK # \_\_\_\_\_ Permit # \_\_\_\_\_