



VENTURA COUNTY FIRE PROTECTION DISTRICT
FIRE PREVENTION BUREAU
FIRE CODE PERMIT APPLICATION

Complete application (including signature) and send to Ventura County Fire Protection District, 165 Durley Ave., Camarillo, CA 93010. Business phone (805) 389-9738.

Applicant's Name: _____ Date: _____
Mailing Address: _____
City/Zip: _____ Phone: _____
Permittee Name: _____ Phone: _____
Name of Business: _____
Permit Location: _____
City/Zip: _____ APN #: _____

In accordance with the Ventura County Fire Code (VCFC), I hereby apply to the Chief of the Ventura County Fire Protection District for a permit: (described fully the process and/or material to be used). See reverse side for submittal instructions.

All permits or certificates issued under the Ventura County Fire Code shall be presumed to contain the proviso that the permittee, his agents; and employees shall carry out the proposed activity in compliance with the requirements of said code and any other laws or regulations applicable thereto.

OFFICE USE ONLY	
Date:	_____
Amount:	_____
Check:	_____
Receipt:	_____
By:	_____

I declare that the foregoing is true and correct.

X _____
APPLICANT'S NAME – PLEASE PRINT

X _____
APPLICANT'S SIGNATURE

FCP # _____

NOT A PERMIT / APPLICATION ONLY

**INSTRUCTIONS FOR PROCESSING
A
VENTURA COUNTY FIRE CODE PERMIT**

- Step 1 Fill out a Fire Code Permit Application (VCFD #125-A)
- a) Applicant's name is the person submitting this permit application and supporting documents.
 - b) Permittee is the person or business which will be responsible for the permit to include equipment, storage, handling and use of materials, after the permit is issued.
 - c) Mailing address and phone number of the permittee of business where the permit will be posted.
 - d) Provide a brief description of the permit being applied for.
 - e) Applicant's signature.
- Step 2 Attach two copies of scaled plans applicable to the permit being applied for. Site plans, floor plans, room details, elevation plans, etc. For hazardous materials, include material inventories, quantities, mechanical and electrical plans.
- Step 3 Submit the completed application and appropriate fees in person or by mail.
- Step 4 The Fire Prevention Bureau will review the permit application and will determine the code requirements you must comply with for your request. In the event additional information is required, you will be contacted.
- Step 5 You will be notified by the Fire Prevention Bureau when your application has been approved and/or denied.
- Step 6 A Ventura County Fire Code Permit will be issued following a final inspection of the installation, storage, process, etc.
- Step 7 The completed permit shall be posted at your premises for review by the Fire Department during their inspection or when requested by a member of the Fire Department.