WEST COVINA FIRE DEPARTMENT
Fire Prevention Bureau
1444 W. Garvey Avenue South, Room 218
West Covina, CA 91790
(626) 939-8824

All applications must be submitted 14 days prior to the event.

Expedited Fee $266.26

FIRE CODE PERMIT APPLICATION

PERMIT INFORMATION

Location and Address of Event: South Glendora Avenue:195 S. Glendora Ave. West Covina CA 91790

Name of Event: Kiwanis Children's Christmas Parade & Santa's Village

Date to be conducted: Date 12/12/2026 to 12/12/2026

Time 9:00 AM to 2:00 PM

APPLICANT INFORMATION

Name/Business _____ Telephone _____

Mailing Address _____ City / Zip _____

(FIRE PERMIT AND STAND-BY FEES ARE LISTED IN THE CITY'S FEE SCHEDULE)

Type of Permit	Quantity	Fee (see fee schedule)	Sub-total Cost
Special Event	# of attendees expected:		
Tents, Canopies or Temporary Membrane Structure in excess of 400 square ft.	Total square ft: 10X10		
Carnival/Fair/Circus (includes 10 stands)	Total # of Concession stands:		
Christmas Tree Lots/Holiday Stand		$234.31	
Burn/Open Pit BBQ	Total # of devices:	$276.91	
Fireworks Display or Pyrotechnical Special Effects Display	Total # of devices: Duration:		
Flim Production – Film Permit	Duration:	$276.91	
Liquid/gas fueled vehicle or equipment, generator, or electrical power sources **indicate type:**	Total # of devices:		
Miscellaneous **indicate type:**			
		Total	$ 0

*** *OFFICE USE ONLY* ***

❑ Planning Approval Letter ❑ Planning Film Permit Approval Letter ❑ City Sponsored Event

FIRE CASE NO. _____

Inspection Notification: ❑ Fire Station No. _____ ❑ Fire Inspector _____

Processed by _____ Date _____