**Guidelines for Electrical, Food, Propane Gas and Tent Permits @ Three County Fair**

**Propane Gas Permits** are required for food vendors using propane fuel for appliances.

a. The food vendor shall have the responsibility to give plans and schedule to our named supplier/gas contractor: Fuel Services, Inc. 95 Main St, South Hadley, MA 01075 (413) 532-3500

b. There shall be only one gas contractor per event. Fair shall select which contractor to supply propane for all events at fairgrounds.

c. Contractor submits completed Mass. Gas Application Form to Gas Inspector at least 72 hours prior to event taking place.

d. Contractor schedules inspection with Gas Inspector for installation and schedules Fire Department inspection for location of tanks, all inspections shall take place prior to event opening.

e. Gas Inspector observes tests, inspects piping and approves or fails installation.

**Commercial Food Vendors** with mobile trailers may use their own tanks if they are securely attached to vending trailer.

a. Detached 20 lb or 30 lb propane tanks are only permitted if they are housed in secure base such as a milk crate but tanks cannot be changed during the event.

b. If you require a large tank they may be obtained from the Gas Contractor.

c. All tanks should be protected from vehicular or pedestrian traffic by a protective fence or barrier.

d. All vendors are required to have a Fire Department Inspection & Gas Inspection prior to the event opening.

e. No deliveries are allowed when Fair or events are open to the public.

f. A K-Class dry chemical fire extinguisher is required at the booth.

**Electric Permits** required for all events with temporary power, Generators, temporary Service hookups.

a. Electrical Contractor secures permit from Inspector of Wires.

b. Fee based on number of events, 1 –20 $100. – over 20 events $300.

c. Permit to be secured at least 48 hours prior to event taking place.

d. Inspector of Wires observes and tests installation and approves or fails installation.

**Building permits for temporary structures, tents, stages.**

a. Events and vendors must secure permits for tents larger than 10’ x 10’ or more than 120 square feet and for any stages to be erected, $25 per structure, applications for structures must be in Building Department’s office one week prior to event taking place.

b. Tents and stages must be inspected by Building Department prior to event opening, a minimum of 48 hours notice given as to when structures will be set up so that inspections can be scheduled.

**Northampton Health Department**

a. All food vendors are required to contact the Northampton Health Department and obtain a temporary food service permit for the event 30 days prior to the event.

b. Inspections will be conducted prior to operation to determine compliance with the state food code.

Visit:  https://www.northamptonma.gov/

City of Northampton Plumbing and Gas Inspector  (413) 587-1243
City of Northampton Electrical Inspector  (413) 587-1244
City of Northampton Building Department  (413) 587-1240
City of Northampton Health Department  (413) 587-1214

City of Northampton
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