



The College of

# WILLIAM & MARY

**Office of the Associate Vice President for Facilities Management  
and the Office of the College Building Official**

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DIRECTIVE: 510

Date: April 14, 2015

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**SUBJECT:** Tent, Platform and Amusement Device Permit Procedures

**PURPOSE:** To establish procedures to obtain temporary permits for tents, platforms and amusement devices for events.

**CANCELLATION:**

a. This Directive supersedes and cancels Facilities Management Directive 510, Tent and Stage/Platform Permit Procedures, dated December 5, 2006; Directive 510, Tent, Platform and Amusement Device Permit Procedures, dated March 29, 2010; and Directive 510, Tent, Platform and Amusement Device Permit Procedures, dated July 26, 2012.

b. This Directive also supersedes and cancels Facilities Management Directive 520, Vendor Tent and Stage/Platform Erection Requirements, dated December 5, 2006.

**POLICY:** A permit and/or inspection is required for all subject temporary structures erected on the College of William and Mary, and Virginia Institute of Marine Science (VIMS) properties. As these and similar structures present a very high potential for accidents and injuries in the case of fire or collapse, The College Building Official and the Associate Vice President for Facilities Management, in an effort to assure the safety of occupants, and to comply with the 2012 Virginia Statewide Fire Prevention Code (VSFPC), the 2012 Virginia Uniform Statewide Building Code (VUSBC) and the 2012 Virginia Amusement Device Regulations (VADR), have established this joint policy for issuance of a permit. For more information regarding permitting requirements please contact Code Review at 221-2416.

**DEFINITIONS:**

- **AMUSEMENT DEVICE.** A device or structure, open to the public, by which persons are conveyed in an unusual manner for diversion.
  - Six categories of Amusement Devices are specifically referenced in the VADR:
    1. Gravity Rides
    2. Concession Go-karts
    3. Inflatable Amusement Devices
    4. Artificial Climbing Walls
    5. Bumper Boats
    6. Bungee Jumping
- **PLATFORM.** A raised area used for worship, the presentation of music, plays or other entertainment; the head table for special guests; the raised area for lecturers and speakers; boxing and wrestling rings; theater-in-the-round stages; and similar purposes wherein there are no overhead hanging curtains, drops, scenery or stage effects other than lighting and sound. A temporary platform is one installed for not more than 30 days.

