





Will you have any pre-fabricated or site constructed structures like stages, platforms, lighting or sound rigs and stage backdrops  Yes  No

Any structures of the type listed above must be reviewed and permitted. A State of California licensed architect or engineer is required to review and stamp drawings or specifications for review and permitting by the Campus Deputy Building Official (CDBO) from Facilities Planning Design and Construction (FPDC). Please contact FPDC at [rmodesto@csudh.edu](mailto:rmodesto@csudh.edu) for further assistance. Once installed, CDBO & the State Fire Marshal may inspect and require any additional fire, life safety provisions as required by current building code.

Environmental Health & Safety

Will the event be held outdoors on a hot day?  Yes  No

Event organizer should provide water to individuals working the event and advise attendees to bring their own water. Canopies for shade and rest breaks should also be provided.

Will there be any helium tanks for inflating balloons?  Yes  No

Any compressed gas tanks must be stored upright, out of walking paths and be safe from toppling over. The tanks should be capped with the regulators off when not in use.

*\*Internal use only, not to be completed by the event organizer.*

Reviewed By: \_\_\_\_\_  
First & Last Name Signature Date