



Denver Fire Department Permits for Events Within the Colorado Convention Center and Belco Theater

Show Management or their designated contractor is responsible for submitting the required information and floorplans directly to Denver Fire. Directions for submitting information to Denver's Permitting and Licensing system are attached.

Click here for information on the [Fire Safety Operational Permit Application Process](#).

Floorplans

Event floor plans for all contracted space (Exhibit Hall(s), Ballroom(s), Meeting Room(s), and Lobby Space) should be submitted to both DFD and the CCC a minimum of **two weeks** prior to the first move in day.

Current DFD Fee for Floorplan Approvals: \$75 per event (subject to change)

The CCC can assist in reviewing plans for code compliance when provided floorplans prior to submission to DFD. The CCC **cannot** approve floor plans or issue/track permit status on behalf of DFD.

CCC Management reserves the right to require changes to floor plans either before, during or after approval by Denver Fire Prevention.

Tents, Canopies, Multi-Story, Covered/Enclosed Booths

All the above should be labeled on floor plan submissions. Size and setup will determine capacity, egress and smoke detector/fire extinguisher requirements.

Multi-Story and Covered/Enclosed Booths have additional information requirements by both the CCC and DFD. Ask your Event Manager for more information.

Fueled Vehicles/Equipment

All fueled vehicles being displayed in the building must be labeled on the floorplan submission and noted in the application. Electric Vehicles have special requirements. Ask your Event Manager for details.

These include cars, trucks, semi-trucks, RV's, construction/farm equipment, food trucks, lawn equipment, boats, etc. All fueled vehicles must follow the requirements which include: no more than ¼ tank or 5 gallons of fuel (whichever is less), battery is disconnected, fuel cap is secured/taped closed, and flooring is protected.

Open Flame

This covers candles, sterno and/or the use of propane for cooking or heating and should be listed on floor plan submissions. Propane bottles on the show floor are limited to one-pound bottles and the total number are limited.

Pyrotechnics & Cryogenics

Both DFD and the CCC must be provided with product information and layout during the application process.

Haze/Fog

Haze does not need to be permitted as the CCC holds the annual permit. A Haze Request must be submitted along with fluid Safety Data Sheet (SDS) and all haze/fog times.

Current CCC Haze Use Fee: \$150 per hour (subject to change)

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Welcome to Denver's ePermit System - Accela Citizen Access

Denver's e-permit system, Accela Citizen Access, is the public user's means of submitting applications and tracking their progress as well as monitoring permit activity and renewals. In order for a public user to access e-permits, they must first register for an account. This section will demonstrate the following registration steps:

1. To access ACA, navigate to the following web URL [City and County of Denver | ePermit online](#)
2. On the home page, click on either of the registration links.

DENVER
THE MILE HIGH CITY

Neighborhood Business Visiting Government Online Services A to Z

Register for an account Login

Denver's Permitting and Licensing Center

Home Development Services Business Licenses Contractor Licensing Right-of-Way Conveyance Fire

Advanced Search

Username or E-mail: Password: Log in »

☐ Remember me on this computer [I've forgotten my password](#) [New Users: Register for an account](#)

Welcome to Denver's online permitting and licensing center!

- **Development Services:** Apply or pay for development permits, Check plan review status, Schedule inspections, Search permit records
- **Business Licenses:** Apply, renew, or modify a business license, Search license records
- **Contractor Licensing:** Apply for or renew a license or certificate
- **Right-of-Way:** Apply for a ROW permit, Request an address, Schedule a ROW inspection, Search ROW permit records

Contractors: After logging in, go to "My Account" to add your license.

Need help? Dial 3-1-1 within Denver, (720) 913-1311 from outside of Denver, or use our online [tutorials, videos, and FAQs](#).

View Denver's [business license hearing calendar](#).

[f](#) [v](#) [t](#) [i](#)

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3. This opens the general disclaimer, after reading and acknowledging, select Continue Registration.

Denver's Permitting and Licensing Center

 [Home](#) [Development Services](#) [Business Licenses](#) [Contractor Licensing](#) [Right-of-Way](#) [Conveyance](#) [Fire](#)[Advanced Search](#)

Account Registration

You will be asked to provide the following to open an account:

- Username and password
- Contact information

Please review and accept the terms below to proceed.

General Disclaimer

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☐ I have read and accepted the above terms.

[Continue Registration »](#)[pocketgov denver](#)

4. This opens the account creation form. Fill in the required fields for account creation.

The screenshot shows the Denver's Permitting and Licensing Center website. The header includes the Denver logo and navigation links: Neighborhood, Business, Visiting, Government, Online Services, and A to Z. The main content area is titled "Denver's Permitting and Licensing Center" and includes a search bar. Below the header, there is a navigation menu with links: Home, Development Services, Business Licenses, Contractor Licensing, Right-of-Way, Conveyance, and Fire. The main heading is "Account Registration Step 2: Enter/Confirm Your Account Information". A note indicates that an asterisk (*) denotes a required field. The "Login Information" section contains the following fields: Username, E-mail Address, Password, Type Password Again, Enter Security Question, and Answer. Each field has a help icon (question mark in a circle). Below this, the "Contact Information" section is shown, containing fields for First and Last names, Name of Business, Address Line 1, City, State (a dropdown menu), Zip, Home Phone, Business Phone, Cell Phone, and Fax. The form is presented in a clean, professional layout with a blue header and a white background.

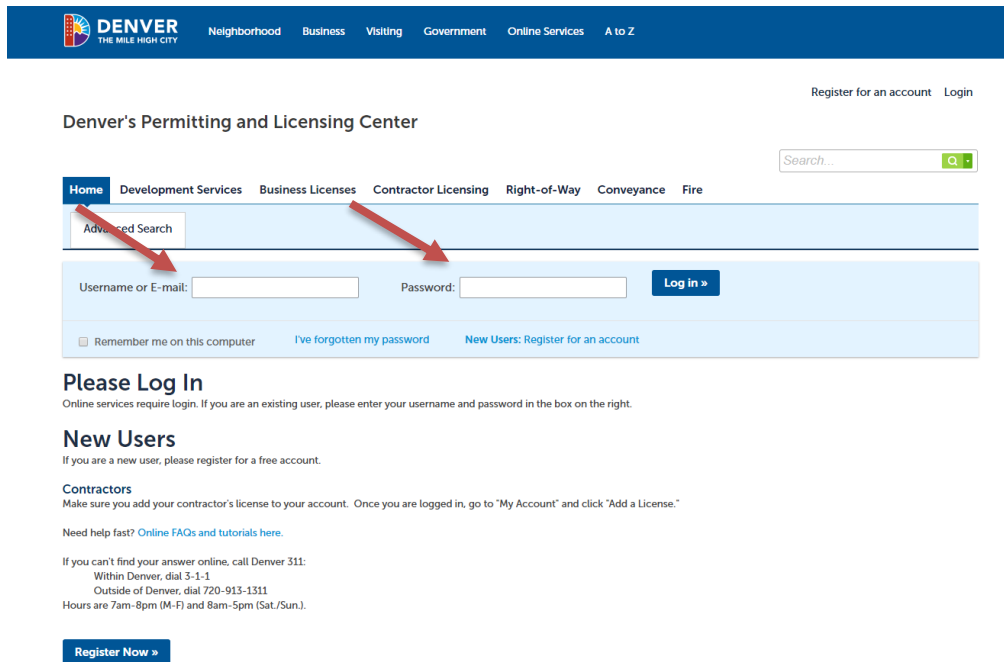
Once you have completed the account registration you will see a message that your account is successfully registered.

The screenshot shows the Denver's Permitting and Licensing Center website after successful registration. The header and navigation menu are the same as in the previous screenshot. The main heading is "Denver's Permitting and Licensing Center". Below the navigation menu, there is a search bar and an "Advanced Search" button. A green banner with a checkmark icon and the text "Your account is successfully registered." is displayed. Below the banner, a message reads: "Congratulations. You have successfully registered an account."

Logging in to the Account

1. After completing the registration steps, navigate again to the home page in order to log in: [City and County of Denver | ePermit online](#)

2. On the home page, enter the user name and password. Then click on Login.



Denver's Permitting and Licensing Center

Register for an account Login

Search...

Home Development Services Business Licenses Contractor Licensing Right-of-Way Conveyance Fire

Advanced Search

Username or E-mail: Password: Log in »

☐ Remember me on this computer I've forgotten my password New Users: Register for an account

Please Log In
Online services require login. If you are an existing user, please enter your username and password in the box on the right.

New Users
If you are a new user, please register for a free account.

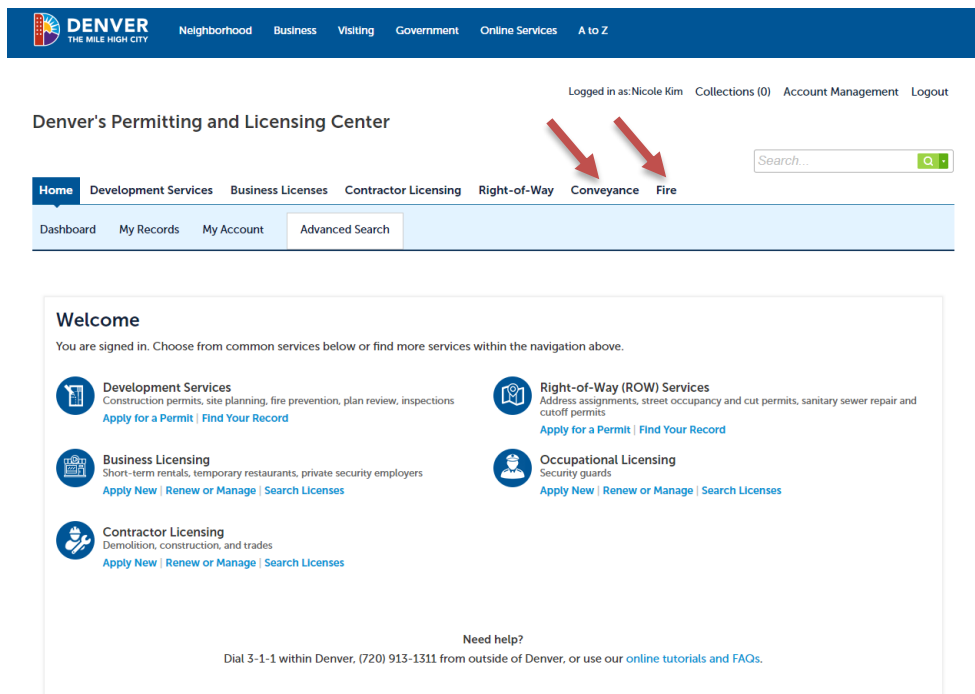
Contractors
Make sure you add your contractor's license to your account. Once you are logged in, go to "My Account" and click "Add a License."

Need help fast? [Online FAQs and tutorials here.](#)

If you can't find your answer online, call Denver 311:
Within Denver, dial 3-1-1
Outside of Denver, dial 720-913-1311
Hours are 7am-8pm (M-F) and 8am-5pm (Sat./Sun.).

Register Now »

3. After logging in choose Conveyance or Fire.



Denver's Permitting and Licensing Center

Logged in as: Nicole Kim Collections (0) Account Management Logout

Search...

Home Development Services Business Licenses Contractor Licensing Right-of-Way Conveyance Fire

Dashboard My Records My Account Advanced Search

Welcome
You are signed in. Choose from common services below or find more services within the navigation above.

Development Services
Construction permits, site planning, fire prevention, plan review, inspections
[Apply for a Permit](#) | [Find Your Record](#)

Right-of-Way (ROW) Services
Address assignments, street occupancy and cut permits, sanitary sewer repair and cutoff permits
[Apply for a Permit](#) | [Find Your Record](#)

Business Licensing
Short-term rentals, temporary restaurants, private security employers
[Apply New](#) | [Renew or Manage](#) | [Search Licenses](#)

Occupational Licensing
Security guards
[Apply New](#) | [Renew or Manage](#) | [Search Licenses](#)

Contractor Licensing
Demolition, construction, and trades
[Apply New](#) | [Renew or Manage](#) | [Search Licenses](#)

Need help?
Dial 3-1-1 within Denver, (720) 913-1311 from outside of Denver, or use our [online tutorials and FAQs](#).

4. Under Conveyance or Fire you may Search Applications which are already associated with your Account, or Create an Application.

Denver's Permitting and Licensing Center

 
[Home](#) [Development Services](#) [Business Licenses](#) [Contractor Licensing](#) [Right-of-Way](#) [Conveyance](#) [Fire](#)
[Create an Application](#) [Search Applications](#)

Records

To apply for a Conveyance Installation, Alteration, Temporary Out of Service, submit a 3rd Party Inspection or an Accident Report Click on Create an Application

Showing 0-0 of 0

Date	Record Number	Record Type	Description	Project Name	Address	Expiration Date	Related Records	Status	Action	Short Notes
No records found.										

Search for Records

General Search will return information for all Departments


For just Conveyance enter information below to search for records just in Conveyance.

- * State Registration Number or Facility Number in Record Number
- * Business Name/Project
- * Conveyance Contractor License Information
- * Site Address - using Street No. (From) and Street Name
- * Record Type

Select the search type from the drop-down list.

After Search to see more information click on the Blue record ID, go to Record Info then Related Records to see Facility and all Conveyances on that Facility. View any to see more detail

 
☐ Search my records only

 Record Number:  Record Type:

Denver's Permitting and Licensing Center

 
[Home](#) [Development Services](#) [Business Licenses](#) [Contractor Licensing](#) [Right-of-Way](#) [Conveyance](#) [Fire](#)
[Create an Application](#) [Search Applications](#)

Records

Showing 0-0 of 0

Date	Record Number	Record Type	Description	Project Name	Expiration Date	Status	Action	Short Notes
No records found.								

Search for Records



Enter Information below to search for records.

- * Site Address
- * Business Name
- * Parcel Number
- * Record Information
- * Contact Information

Select the search type from the drop-down list.

 
☐ Search my records only

 Record Number: Record Type: Project/Business Name:

 Start Date:  End Date: 

 Street No.: - Street Name: 

- To Create an Application, click on Create an Application and accept the Disclaimer, then click to Continue Application.

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Logged in as: Nicole Kim Collections (0) Account Management Logout

Denver's Permitting and Licensing Center

Search...

Home Development Services Business Licenses Contractor Licensing Right-of-Way **Conveyance** Fire

Create an Application Search Applications

Online Application

Welcome to Agency's Online Permitting System. Using this system you can submit and update information, pay fees, schedule inspections, track the status of your application, and print your final record all from the convenience of your home or office, 24 hours a day.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

General Disclaimer

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☒ I have read and accepted the above terms.

Continue Application »

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- Click the arrow to the left of Conveyances or Fire Prevention to expand the list of Application options.

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Search...

Home Development Services Business Licenses Contractor Licensing Right-of-Way **Conveyance** Fire

Create an Application Search Applications

Select a Record Type

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us.

Search


▼ Conveyances

- Conveyance 3rd Party Inspection
- Conveyance Accident Report
- Conveyance Alteration
- Conveyance Installation
- Conveyance Temp Out of Service Request

Continue Application »

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Search...

HomeDevelopment ServicesBusiness LicensesContractor LicensingRight-of-WayConveyanceFire

Create an ApplicationSearch Applications

Select a Record Type

Please click on Fire Prevention and then choose one of the following available record types. For assistance or for a type not listed below please contact us.

Search

▼ Fire Prevention

● Fire Prevention Aircraft Refueling Operational Permit

● Fire Prevention Conditional Operational Permit

● Fire Prevention Flammable Operational Permit

● Fire Prevention HAZMAT Operational Permit

● Fire Prevention High Pile Operational Permit





● Fire Prevention Marijuana Operational Permit

● Fire Prevention Same Day Operational Permit

● Fire Prevention Special Event Operational Permit

● I don't know what Fire Permit I need

Continue Application »



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- After selecting the Application type you will fill in the relevant information in order to submit the application. Once you have entered all of the information, click on Continue Application. You will have an opportunity to review the application and all information sections before submitting the application. Once the application is completed, you will choose to Submit the Application.
- For issues related to Conveyance Application questions please contact DFDConveyances@denvergov.org or call 720-913-3412
- For issues related to Fire Applications or questions please contact DFD.permits@denvergov.org or call 720-913-3474
- For all applications, except Same Day, once you have submitted your application it will be re-viewed and you will be notified via email of status changes, additional documentation required,

and fees due. You will receive a Record Number once the application is submitted, please reference this number when contacting us with questions.

Denver's Permitting and Licensing Center

Home Development Services Business Licenses Contractor Licensing Right-of-Way Conveyance **Fire**

Create an Application Search Applications

Fire Prevention Marijuana Operational Permit

1 2 3 Step 3 4 Step 4 5 Review 6 Pay Fees 7 Record Issuance

Step 7: Record Issuance

✓ For "Same Day" Operational Permits your permit is issued.
For all other Operational Permits your application has been successfully submitted. Please print this page and retain a copy for your records.
Your application will be reviewed, if additional information is required you will receive an email.
You will also be notified of any fees due through email.
After payment is received your permit will be issued.

Thank you for using our online services.
Your Record Number is 2019DFD-MJ-002877.

You will need this number to check the status of your application or to schedule/check results of inspections. Please print a copy for your records.

The Fire Prevention Division manages the City and County of Denver's program of Fire Safety Permits.

A Fire Safety Permit is an official document, issued in the name of the Fire Official, that authorizes the performance of a certain activity (use, handling, storage, manufacturing, occupancy or control of specific hazardous operations and conditions). The permit is issued only if the condition meets code requirements. The permit process includes cross-checking with Development Services, Public Health and other agencies to ensure that those agencies' requirements are also being observed.

There is a charge for permits. In almost every case, there is an on-site inspection at no extra charge.

[View Record Details »](#) (You can view details.)

11. Once the application has been reviewed and fees are due, you will be notified via email to pay fees. You may pay fees online through the link received via email, or by choosing the Record and selecting the Payments tab and through the ePermit system. You may also pay fees in person at 745 W Colfax Avenue, or by mail: P.O. Box 733422, Dallas, TX 75373-3422

12. Once fees have been paid and the permit is ready to issue a copy will be sent to you via email. This copy must be posted on site.

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Denver's Permitting and Licensing Center

Home Development Services Business Licenses Contractor Licensing Right-of-Way Conveyance **Fire**

Create an Application Search Applications

Record 2019DFD-MJ-002877:

Fire Prevention Marijuana Operational Permit

Record Status: Fees Due
Expiration Date: 11/18/2019

Record Info Payments


Fees Trust Account Information

Outstanding:

Date	Invoice Number	Amount	
11/18/2019	6041593	\$125.00	Pay Fees

Total outstanding fees: \$125.00

13. An additional PDF copy of the issued permit can be found Under Record Info and Attachments.

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Denver's Permitting and Licensing Center

Search...

HomeDevelopment ServicesBusiness LicensesContractor LicensingRight-of-WayConveyanceFire

Create an ApplicationSearch Applications

Record 2019DFD-MJ-002877:

Add to collectionLike 0Tweet

Fire Prevention Marijuana Operational Permit

Record Status: Issued
Expiration Date: 11/18/2020

Record Info ▾
Record Details
Processing Status
Related Records
Attachments
Inspections
Valuation Calculator

Payments ▾

Size allowed is 1024 MB.

Record ID	Record Type	Entity Type	Type	Size	Latest Update	Action	Entity	
20191118_103212.pdf	2019DFD-MJ-002877	Fire Prevention Marijuana Operational Permit	Record	Fire-Permit	53.38 KB	11/18/2019	Actions ▾	Fire Prevention Marijuana Operational Permit - 2019DFD-MJ-002877

Add