

Permit Application Portable Propane Devices

Permit is not required for home or recreational use



Columbia River Fire & Rescue /
Scappoose Fire District
Fire Marshal's Office

52751 Columbia River HWY /
P.O. BOX 625
Scappoose, OR 97056
Phone: 503-543-5026
Fax: 503-543-2670



**A permit must be obtained for each location/booth.
Permit fee is \$30 per calendar year.**

How to apply for a permit:

- Complete and submit this application with payment. If payment is not received no permit will be issued.
- Mail or deliver the completed application and \$30 payment to:
P.O. BOX 625, Scappoose, OR 97056. (make checks payable to "Joint Fire Marshal SRFD/CRFR")
Office hours: 9:00 AM - 4:30 PM, Monday – Friday.
- Application can also be emailed to billing@srfd.us. Then call to make payment by credit card.

**Complete the following information and read all requirements on reverse side of this application.
Permits may be revoked or citations issued if conditions are not followed.**

Type of operation: push cart/stand food truck festival/event booth
 other (description): _____

Applicant Name: _____

Business Name: _____

Business Owner: _____

Mailing Address: _____

Contact Phone: _____

Location where the equipment will be _____
(event name or address of cart/food truck location)

I have read, understand and will follow the requirements on the back of this form. Additionally, I will provide all information to employees working at this location. I understand that failure to comply with these requirements may result in cancelation of the permit or issuance of a citation.

Signature: _____ Date: _____

Please Post Permit in a Visible Location

Office Use Only	
Date: _____	Permit Number: _____
Cash <input type="checkbox"/>	Check #: _____
Receipt #: _____	
Received From: _____	
Permit Issued By: _____	

REQUIREMENTS FOR THE USE OF PORTABLE PROPANE FUELED DEVICES

**All vendors using propane must have a current propane permit visibly posted in each booth/cart.
If unable to post, operators must have the propane permit available on site by request.**

1. Each location operating with portable propane is required to have one **2A-10BC or higher-rated fire extinguisher**. A **K-Class fire extinguisher** is required if cooking with a deep fat fryer or any device with more than ¼ inch of cooking oil or grease. **All fire extinguishers** must be serviced annually and have a current tag from the certified fire extinguisher company.
2. Do not store propane cylinders in buildings or enclosed structures. Tanks must be outside the cart in a vented area.
3. When the appliance is not in use or when changing a cylinder, the fuel supply must be **turned off at the cylinder** (not only at the appliance).
4. All equipment must be located away from flame or spark-producing devices to prevent excessive heating. There must be at least a one-foot clearance between appliances and combustibles.
5. All equipment and appliances used in the fuel system must be approved for propane use.
6. All equipment must be protected from physical damage.
7. All valves must be easily accessible.
8. Appliances where the flame is not visible while operating must be equipped with an automatic shutoff device.
9. Vending carts/trucks are limited to a two-week supply of fuel (maximum of two 25-gallon cylinders).
10. All equipment must be used as designed.
 - Cylinders designed for vertical use shall not be laid down when in use.
 - Cylinders larger than 5 gallons must be secured upright to prevent falling or being knocked over.
 - A regulator must be attached to each cylinder. If using a gas manifold, up to two cylinders may be connected to one regulator.
 - All cylinders must have protective collars around the valves and must be in good condition.
 - All cylinders must have a current hydrostatic test date stamp.
 - Propane cylinders cannot be tied/placed together with carbon dioxide (CO₂) cylinders.
 - All cylinders must be equipped with an Overfilling Prevention Device (OPD). Tanks without this device will not be allowed.
 - Do not place tape on the connection between the regulator and propane cylinder. This connection is designed to have metal-to-metal contact.
 - Regulators, connections and hoses must be replaced if damaged.
 - Supply lines cannot be joined together.
 - The hose between the regulator and the manifold cannot exceed two feet in length.
 - Only approved propane clamps are allowed on supply lines. Use of aviation, automotive, or other types of clamps are not allowed.
 - Supply hose shall be long enough to join the appliance to the cylinder, but not longer.
11. Propane fueled **heating** appliances **are not** approved for indoor use under any conditions. This includes, but is not limited to tents and structures intended for outdoor use.