



TENT/BUILDING (TEMPORARY) INFORMATION APPLICATION

This form must be completed by all exhibitors who are displaying buildings/structures, renting tents from the IPM official supplier or bringing their own (all tent sizes).

Please see second page for inspection instructions.

Company Name:	
On Site Contact:	Cell:
TENT/BUILDING INFORMATION:	
Tent/Building Size: _____	Planned Move-in Date:
Supplier/Owner of Tent/Building: _____ _____	
<input type="checkbox"/> Tent is rented from the official IPM tent supplier.	
<input type="checkbox"/> Tent is supplied by a different source (plans and documents attached if applicable).	
<input type="checkbox"/> Other building/structure (plans, specifications, documents attached).	
Note: Inspection of tent/building is required to be completed by the Township of West Lincoln Building & Enforcement Department, Fire Department, and engineer (if required) prior to opening.	
Draw Your Site Plan (draw lot with dimensions & show placement of tent(s)/building(s) with dimensions):	
FRONT OF LOT (where pedestrians walk)	

I, _____ (print), declare the information contained in this application and attached plans/specifications are true to the best of my knowledge.

Signature _____ **Date** _____

Send to: Ontario Plowmen's Association, 188 Nicklin Road, Guelph, Ontario N1H 7L5
Email: admin@plowingmatch.org Fax: (519) 767-2101



International Plowing Match & Rural Expo
Tuesday, September 16 - Saturday, September 20, 2025
Grassie, Township of West Lincoln, Region of Niagara



Tent/Building-Structure Inspections

An inspection is required prior to the tent being put into use. Fire Prevention staff accompany the Building Inspector to perform a joint inspection organized via the Building & Enforcement Department.

The inspectors will verify the following:

- Compliance with Ontario Building Code Section 3.14. Tents and Air-Supported Structures
- The tents are properly anchored;
- Tents located on fairgrounds or similar open spaces, are permitted to be erected less than 3m from one another provided such closer spacing does not create hazard to the public;
- The tents are certified to CAN/ULC-S109 or NFPA 701 for flame resistance;
- Adequate exit facilities are provided (1 exit for tents up to 149m² (1600sqft), 2 exits for tents up to 725m² (7800sqft), for tents exceeding 725m² (7800sqft), exits are to be provided so that the travel distance does not exceed 30m (98.4');
- Exit signs posted at all required exits;
- Fire extinguishers are installed and posted;
- No Smoking signs posted;
- Combustible materials not stored within tent or within 3.0m (9.8') around tent (excluding shavings);
- Combustible shavings around the tent are dampened;
- The electrical system and equipment in a tent, including electrical fuses and switches, shall be inaccessible to the public;
- Cables on the ground in area used by public in a tent shall be placed in trenches or protected by covers to prevent damage from traffic.

All tents larger than 225 m² (2422 sq ft) within the IPM grounds are required to be inspected by a structural engineer prior to opening. If your tent is not provided by the official IPM tent supplier, and larger than the size noted above, you will need to make arrangements to have it inspected.

For all non-tent structures, contact the Township of West Lincoln, Building & Enforcement Department to determine what information is required to be submitted with your building permit application.

Barb Behring, Building Secretary, Township of West Lincoln
Email: bbehring@westlincoln.ca
Phone: 905-957-3346 x 5130