

# TENT SITE PREPARATION

**SIZE OF TENT – 52' x 76'**: Land Size for tent must be about 70' x 100' (or when using with extension, about 70' x 125').

**SEATING CAPACITY** Approximately 400/450 (with extension, Approximately 200 more) ... depending on size of aisles, platform size etc.)

**SAFETY ITEMS** Some safety items to be considered, whether required by code or not, are listed below:

**Fire Extinguishers** - could be borrowed from the church.

**White Safety Tape** – to be tied on the tent ropes to make them more visible in the evening.

**Outside Lighting** – to aid the movement of people to and from the tent.

**Plastic Jugs** – one gallon plastic milk jugs, with top cut out, to go over tent stakes to protect shins.

**IDENTIFY UTILITY LINES**: Costly repair bills and possible injuries can be avoided by calling the number listed in your phone book and having utility lines marked at the event site.

**IF ON NEWLY CLEARED LAND:**

**CLEAR DEBRIS**: Clear the site of any debris. This will improve the appearance of the site, protect the tent and improve safety. Inspect for any tree limbs which may endanger the tent. These should be removed if possible, and if not; they should be tied up.

**MOW GRASS**: The grass should be mowed in the area where the tent will be set up. Mowing should be done with equipment which leave a short even surface.

**SPRAY FOR PESTS**: It will be hard for people to concentrate if ticks, chiggers, ants or other creatures are attacking them. Spray as many time as needed to get the desired result. Cut the grass before spraying to be more effective.

**FILL HOLES**: Any holes should be filled and packed to avoid tripping hazards.

**SET LAYOUT FOR TENT**: Remember to consider drainage, the direction of the sun, the prevailing winds, and the availability of electricity. Remember to cover the sound system and musical instruments (at night) with plastic sheeting to protect from wind and rain.

**REST ROOMS**: Some cities require portable toilets in indoor facilities are not readily available at the site. This matter warrants consideration even if not required.