



# FIRE PERMIT - OPEN FLAME / COOKING

*Applicants should fill out entire permit and sign before submission. Signing binds the applicant to abide by all the conditions and requirements listed. **Please submit permit in person at least 14 days prior to the event.***

Event Name: \_\_\_\_\_ Event Date(s) \_\_\_\_\_

Organization: \_\_\_\_\_ Start Time \_\_\_\_\_ End Time \_\_\_\_\_

Event Location: \_\_\_\_\_

Type of Flame: Charcoal Grill  Propane Grill  Jelled Alcohol

Describe Use: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Responsible Party Name: \_\_\_\_\_ Title: \_\_\_\_\_

Contact E-mail: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

**My organization has a rated fire extinguisher to use, per conditions listed below (#2). If an extinguisher is needed, Contact the University Fire Marshal at x 2250, Central Services Building Office 118.**

**Designated Fire Watch** \_\_\_\_\_ (Must have proof of fire extinguisher training submitted with this application. Training can be taken at [www.FireExtinguisher.com](http://www.FireExtinguisher.com) or by contacting the University Fire Marshal's Office x 2250.

***Completed form must be submitted in person to the University Fire Marshal's Office, x 2250, Central Services Building Office # 118***

## **CONDITIONS OR REQUIREMENTS:**

1. Cooking equipment such as hot plates, grills, BBQs, etc., shall NOT be located within ten (10) feet of combustible walls or roofs or other combustible materials, or within twenty (20) feet of a building air intake , door, window, or other openings.
  2. Provide a fire extinguisher of the appropriate size and rating within twenty-five (25 feet)
  3. When finished using charcoal, you may leave the coals in the barbecue until completely cooled (48 hours is recommended) OR place the briquettes in a bucket of water before discarding. Ensure coals are cool to the touch before discarding them in any dumpster.
  4. Open flames and cooking must be attended at all times.
  5. All cooking equipment shall be used at user's risk.
  6. Permit is to be used for above date and activity only.
  7. All activities shall conform to State Fire Marshal requirements.
  8. Area is to be restored to its original condition following event.
- 

**NOTE:** The use of propane for stoves, grills, or other equipment is only permitted upon an inspection of the site by the university Fire Marshal.

---

### ***Emergency Management and Fire Safety Use Only***

Permit Issued By: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Emergency Phone: X2222

*If cooking and/or serving food at event, you **MUST** also submit a Food Permit to EH&S at least 14 days in advance of event. For general information, contact the university Fire Marshal at **281-283-2250, Blacka@uhcl.edu***