

Campus Fire Permit

Use this form for any fires on campus or at college housing that is outside of a commercially available grill.

Student Events: First obtain approval for your event from the Student Activities Office. To do so please fill out an Event Application form on the College Activities Website (<http://www.linfield.edu/activities>)

Community Events: Please schedule your event with Conference and Events at reserve@linfield.edu

Event Information:

Name of Event: _____

Description: _____

Date: _____ Time: _____ a.m. p.m. to _____ a.m. p.m.

Sponsoring Organization _____

Location: _____

Contact Name: _____ Unit# _____ Phone: _____

Agreement: I understand that I am responsible for complying with all policies and regulations pertaining to fires. Failure to comply with the policies can result in the cancellation of this and future events.

Name _____ Date _____

Safety Requirements:

1. A hose connected to a water supply is required.
2. If it becomes windy, the fire must not be lit.
3. The fire must be completely put out at the conclusion of the event.
4. The fire is not to exceed 3 foot wide by 3 foot deep by 3 foot high, unless allowed by additional safety precautions that are pre-approved.
5. Only wood is allowed to be burnt. No flammable liquids are allowed.

Additional Safety Requirements:

Step 2: Approval

1. Scheduling _____ Date _____
Student Activities: sfuller@linfield.edu
Conference and Events: reserve@linfield.edu
2. Environmental Health and Safety _____ Date _____
(EH&S Director, Erik Stenehjem Facilities 106, (503) 883-2431)
EH&S will notify CPS and Facilities.
3. *McMinnville Fire Department _____ Date _____
(McMinnville Fire Department is open M-F 8-5pm at 175 NE First St, Deborah McDermott is the contact.)
*Only necessary for certain events due to fire danger or group size. EH&S will determine if this is required.