

# Appalachian State University

## Bonfire Permit Application

### **Sponsor Information and Responsibility:**

1. This form must be completed and returned to Environmental Health, Safety & Emergency Management Department a minimum of 2 weeks prior to the scheduled event. (Submission of this form does not guarantee permit approval. Please wait for confirmation from the Environmental Health, Safety & Emergency Management Office before proceeding with fire activities.)
2. Bonfires are permitted in designated/prepared areas of Duck Pond Field only and may only be conducted in conjunction with a University sponsored or supported event.
3. Approval for use of Duck Pond Field must be obtained through the Student Programs Office (828) 262-3032 (David Tye or Jenny Koehn).
4. The requesting party/department is responsible for submitting a work order to Physical Plant for site preparation/clean up and any associated charges incurred.
5. The requesting party is responsible for providing one of the following extinguishment methods: garden hose, water truck, fire extinguisher with a minimum 4-A rating. Extinguishing method must be available for immediate use.
6. Bonfires must be constantly attended until the fire is extinguished.
7. The requesting party is responsible for maintaining the safety of participants during the event (i.e. no jumping fires, safe distances from fire, etc.).
8. All bonfires must be a minimum of 50 feet from any structure or combustible materials.
9. Boone Fire Department is authorized to cancel the bonfire event or extinguish any fire that it deems dangerous in the interest of public safety or due to weather conditions.

Sponsoring Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Person's Telephone Number(s): \_\_\_\_\_

Contact Person's Email Address: \_\_\_\_\_

Date Bonfire to Occur: \_\_\_\_\_

**Appalachian State University**

**Bonfire Permit Application**

Fire Start & Stop Time: \_\_\_\_\_

Location of Bonfire: Duck Pond Field

Approximate Number of Attendees: \_\_\_\_\_

Approval Has Been Obtained From Student Programs: \_\_\_\_\_ Yes \_\_\_\_\_ No

A Work Order Has Been Submitted to Physical Plant: \_\_\_\_\_ Yes \_\_\_\_\_ No

Please submit this form to:

Beth S. Clark  
Appalachian State University  
Environmental Health, Safety & Emergency Management  
P.O. Box 32112 / Business Services Building  
Boone NC 28608  
clarkbs@appstate.edu  
(828) 262-4007  
(828) 262-6914 fax

*This document is provided as a general guide and may not cover all code compliance issues. If you have additional questions or need further assistance, please contact the Environmental Health, Safety & Emergency Management Department at (828) 262-4007.*

08/3/2011 - bsc