OUTDOOR PORTABLE FIREPLACE APPLICATION

Name of Organization:

Site Supervisor Contact Info:

School/Center/Sponsoring Organization:

Approximate Number of Attendees:

Date of the Event:

Time of the Event:

Location:

Approval of Space Usage:

Number of Portable Fire Place(s):

Total Number of Extinguishers:

Important Phone Numbers
- Emergencies - PennComm (215) 573-3333
- Fire Extinguisher(s) – Allied Barton (215) 573-9224
- Penn Walking Escort – PennComm (215) 573-3333

Important Information
- Ashes/embers: Wet them down when finished. Arrangements should be made for ash disposal.
- High winds and/or rain will require cancellation of fire pit usage.
- Pit should be 15 feet from building.
- Screen is required to keep embers/sparks from becoming airborne.

Signature of Requestor          DATE

Signature of Fire and Emergency Services Safety Specialist       DATE