

UNIVERSITY OF HOUSTON – SUGAR LAND
 DEPARTMENT OF CAMPUS SAFETY
 FIRE MARSHAL’S OFFICE
 14004 University Blvd., Room 178 – Brazos Hall
 Sugar Land, Texas 77479
 Phone 713-743-8818

OPEN FLAME PERMIT

PERMIT MUST BE OBTAINED FOR THE USE OF ANY DEVICE REQUIRING AN OPEN FLAME

Organization Name:			
Name of Event:			
Location of Event:			
Date of Event:		Start & End Time:	
Responsible Party:			
Campus Phone:		Home Phone:	
Open Flame Device:			

PERMIT MUST BE POSTED ON-SITE OR REMAIN AT THE LOCATION WITH A RESPONSIBLE PARTY DURING THE TIME OF THE EVENT.

IF PERMIT INVOLVES COOKING, ALL ADJACENT AREAS TO WHICH SPARKS OR HEAT MIGHT SPREAD MUST BE INSPECTED AT LEAST 30 MINUTES AFTER THE EVENT IS OVER.

FIRE MARSHAL OFFICE FIRE EXTINGUISHERS MUST BE RETURNED AFTER THE EVENT IS OVER OR THE FOLLOWING BUSINESS DAY.

IN THE EVENT OF A FIRE OR OTHER EMERGENCY, DIAL 911 OR CONTACT THE FIRE MARSHAL’S OFFICE AT 713-743-8818.

ALL OPERATIONS ARE SUBJECT TO INSPECTION AND POSSIBLE CORRECTIVE ACTION.

I UNDERSTAND AND AGREE TO ABIDE BY THE PROCEDURE AND GUIDELINES WHICH ADDRESS THE USAGE OF THE OPEN FLAME PERMIT.

Responsible Party Signature: _____ Date: _____

Issued by Fire Marshall’s Office:

FMO Fire Extinguisher S/N: _____

Approval Signature: _____ Date: _____

PERMIT EXPIRES:

Date: _____ Time: _____