



SPRING HILL COLLEGE

FIREPIT APPLICATION

REQUESTOR INFORMATION AND RESPONSIBILITIES:

1. This application must be completed and returned to Public Safety no later than 3 business days prior to the scheduled event. You may contact the Public Safety Office at 251.380.3096.
2. Upon approval from Director of Public Safety or authorized designee, a copy of this application will be forwarded to Plant Ops to coordinate requested time slot along w/ appropriate amount of firewood deemed necessary for the event duration.
3. Only the amount of firewood delivered by Plant Ops may be burned at the bonfire. As firewood will be provided, there will be NO additional firewood permitted during event unless approved by a Public Safety Officer.
4. There will be 3 time slots to choose from: 1) 6p – 10p, 2) 10p – 2a, or 3) 6p – 2a
5. Bonfires are permitted in the designated area within Maclean Student Plaza ONLY!
6. The requestor(s) shall be responsible for completely extinguishing the bonfire and cleanup of immediate area surrounding bonfire pit. Please use water for extinguishing fire and appropriate trash receptacles for trash pickup.
7. DO NOT throw trash, cans or bottles into Bonfire Pit.
8. In the event that Public Safety has to extinguish fire, other than high winds or other dangerous natural factors, and/or Plant Ops has to clean up bonfire area and rid trash associated with event, additional costs may occur.

THE BELOW INFORMATION MUST BE COMPLETED BY REQUESTOR

Name of Requestor: _____

Organization Event (Y or N) Circle One. If Yes, please provide name: _____

Date of Bonfire: _____ Time of Bonfire: _____ Size of Group (Approximate) _____

Signature of Requestor: _____

By signing above you have agreed to assume all above responsibilities outlined including and not limited to the following:

- 1) Keep fire under control at all times
 - 2) No additional firewood will be used unless approved by Public Safety Officer
 - 3) Fire will be extinguished with water
 - 4) All trash will be cleaned up and put into receptacles without causing an eye sore
- VIOLATION OF ANY SHC STUDENT HANDBOOK POLICY MAY RESULT IN TERMINATION OF BONFIRE.***

OFFICE USE ONLY

APPROVED [] or NOT APPROVED [] + Reason _____

Authority/ Title (Print and Sign) _____ Date _____