

Regis College
Department of Public Safety - Fire Safety Unit
Regis College Police Department
College Hall Room 102 – (781)768-7111

APPLICATION FOR BARBECUE PERMIT

****Application for Permit must be submitted at least 10 business days prior to Event.****

DATE SUBMITTED: _____

ORGANIZATION/DEPARTMENT: _____

CONTACT PERSON: _____ FACULTY – STAFF – STUDENT
(Please circle one)

TELEPHONE: _____

CELL PHONE: _____ EMAIL: _____

DATE OF BBQ: _____

START TIME: _____ END TIME: _____

LOCATION OF EVENT: _____

NUMBER OF PEOPLE ANTICIPATED: _____ FIRE EXTINGUISHER NEEDED? YES / NO

PHYSICAL PLANT NOTIFIED? YES / NO ***PHYSICAL PLANT NEEDS TO BE NOTIFIED 10 DAYS PRIOR TO FOR SET UP***

NATURE OF EVENT (Please describe event)

COOKING EQUIPMENT: CHARCOAL GRILL _____ GAS GRILL _____

CONDITIONS & REQUIREMENTS:

1. Cooking equipment **shall not be placed within 25 feet** of any Regis College building, house, automobile or any other structure.
2. A Fire Extinguisher must be present at the location of the event and within 10 feet of the Barbecue being used.
3. When finished with a GAS Grill – please ensure the gas is turned off and disconnected from the grill itself.
4. When finished with a CHARCOAL grill – please ensure they coals are completely out at the end of the event. Please do not discard coals while they are still hot.
5. Barbecues must be attended at all times.
6. 1 person is responsible for the use of the Barbecue.
7. Ensure that children are not near or come into contact with the Barbecue

RESPONSIBLE PERSON PRESENT AT EVENT: _____

FIRE SAFETY AUTHORIZATION – FILLED OUT BY FIRE SAFETY OFFICER ONLY

FIRE EXTINGUISHER #: _____ EXTINGUISHER TYPE: _____ INSPECTED BY: _____

DATE OF EXTINGUISHER INSPECTION: _____

EVENT AUTHORIZED: YES ___ NO ___ AUTHORIZED BY: _____ DATE: _____