

## Open Flame Permit Request

This permit is issued for all operations that involve any open flame.

### Requester

Email Address \*

Phone Number \*

First Name \*

Last Name \*

### Permit Date & Time

Start Date \*

Start Time \*

Expiration Date \*

Expiration Time \*

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### Location

Campus, Building, or Outdoor Area \*

Additional Location Details

# University of Houston Clear Lake

## Event Information

Location of Event \*

Name of Event \*

Organization Name \*

Responsible Party Name \*

Responsible Party Phone # \*

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## Device Information

Type of Open Flame Device \*

FMO Fire Extinguisher Issued? \*

FMO Fire Extinguisher S/N \*

# University of Houston Clear Lake

## **I Understand:**

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

IF THE 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. \*

IN THE EVENT OF A FIRE OR OTHER EMERGENCY, DIAL EX 2222 OR CONTACT UHCL POLICE AT 281-283-2222 \*

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

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## **Closing Notes**

I have read and understand the above information and agree to abide by the requirements of this document and the Fire Marshal's Office Open Flame Procedure. I further understand that all Open Flame use is subject to inspection and possible corrective action. I understand this permit shall be displayed at the job site. \*

## **Add Supporting Documents**

Add files to upload as supporting documentation along with your permit request.