



Middlebury

## Burn Permit

Individual Requesting Permit (Print Name): \_\_\_\_\_

College ID #: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Outdoor fires may be approved for the Atwater Dining outdoor fireplace and The Knoll (Organic Farm) in Cornwall. Outside burning in other locations requires advance review and approval from Middlebury College and the Town of Middlebury. Please contact the Environmental Health and Safety (EHS) Office at (802)443-5726 for more information.**

The following conditions must be met:

- Person requesting the permit must be present and is responsible for attending the fire at all times.
- Alcohol is not allowed at fires on campus.
- Bring your own matches and clean wood (no pallets, they have nails). Do not burn trash, furniture or other non-approved materials.
- Fires are only allowed in the Atwater fireplace or The Knoll fire pit using the attached Burn Permit. All other locations must be reviewed with Events Management, Facilities Services, EHS and Public Safety in advance of preparing a Burn Permit for approval signatures. Bonfires at other locations also require approval by the Town of Middlebury.
- Clear the ground of all combustible materials for at least 10 feet around the fire.
- Have fire tools and a water supply available to extinguish the fire. Please note that for The Knoll when the water tank is not filled (November – April) you must bring water to extinguish the fire.
- Do not burn on dry or windy days.
- Make sure fire is 100% out and the coals are cool to the touch, place in a covered metal container.
- Please respect the site.
  - Take garbage and recycling with you when you leave.
  - Return any supplies (chairs, tables, etc.) to original location before you leave.
  - Stay on the paths throughout The Knoll to prevent soil compaction and plant damage.

I have read and understand the conditions specified in the Middlebury College Burn Permit. By signing below, I certify that I will comply with all requirements. I understand that non-compliance with any of the conditions can result in a suspension of privileges for future outdoor fires and disciplinary action.

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date



## Burn Permit Approvals

Individual Requesting Permit (Print Name): \_\_\_\_\_

Location Requested: \_\_\_\_\_ Date(s) of Event: \_\_\_\_\_

Requested Start Time: \_\_\_\_\_ Requested End Time: \_\_\_\_\_

**The following approvals must be obtained in advance of the event. Please note that approval is contingent on weather conditions (such as high wind or dry conditions), which may require cancellation of a permit the day of the event.**

<b>The Knoll Fire Pit approvals. This section is required for the The Knoll Fire Pit only.</b>			
Approval Steps	Contact Name and Phone Number	Approval Signature	Date
1. Verify availability of The Knoll Fire Pit and obtain approval to use.	Eva Fillion 802-443-4326 Megan Brakeley 802-443-5788 (backup) Sophie Esser-Calvi 802-443-5068 (backup)		
2. Obtain Burn Permit Approvals in next section.			
3. Contact the Town of Cornwall Fire Warden the day of the event to obtain final approval.	Tom Frankovich Jr 802-462-3137 (or 802-989-4473).	List the date and time Fire Warden was contacted: _____	

<b>Burn Permit Approvals. This section is required for all outside fires (including Atwater and Knoll).</b>			
Approval Steps	Contact Information	Approval Signature	Date
1. Reserve the location through Events Management: <a href="http://www.middlebury.edu/events/submit">http://www.middlebury.edu/events/submit</a>			
2. Commons Dean or Sponsoring Department	To be determined by applicant (fill in): _____		
3. Facilities Services	Jodie Keith 802-443-2904 Luther Tenny 802-443-5236 (backup)		
4. Environmental Health and Safety Office	Jen Kazmierczak 802-443-5726 <a href="mailto:jkazmierczak@middlebury.edu">jkazmierczak@middlebury.edu</a>		
5. Town of Middlebury permit is required for bonfires at alternate outside fire locations. Contact the Middlebury Police 802-388-3191 for permit information.			

Once all signatures have been obtained, bring the completed permit to the Department of Public Safety for final approval and filing.

\_\_\_\_\_  
Department of Public Safety signature

\_\_\_\_\_  
Date