

Burn Permit

Applicant Name (Print Name): _____

College ID # _____

Phone: _____

Outdoor fires may be approved for the Atwater Dining outdoor fireplace and The Knoll in Cornwall. Outside burning in other locations requires advance review and approval from the Environmental Health and Safety Office and the Town of Middlebury.

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.
- Atwater Dining Outdoor Fireplace: Bring your own matches and clean wood (no pallets, they have nails). Do not burn trash, furniture or other non-approved materials.
- Knoll: Staff can provide a campfire kit with supplies, requested via go/knollevents. Please note that the Knoll operates as a 3-season space (April 1 – November 1)
- 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 extinguisher 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 Burn Permit _____

Location Requested: _____ Date(s) of Event: _____

Requested Start Time: _____ Requested End Time: _____

Sponsoring Department: _____

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.

Knoll Fire Pit

1. Verify availability of Knoll Fire Pit, review guidelines at [go/knollevents](http://go.knollevents), and obtain approval:

Approval Signature

Date

Megan Brakeley (mbrakeley@middlebury.edu; 802-443-5788)

2. Reserve the Location through Events Management <http://www.middlebury.edu/events/submit>
3. Contact the Town of Cornwall Fire Warden **the day of event** to obtain final approval.

Tom Frankovich Jr. (phone: 802-462-3137 or 802-989-4473)

Date and Time Fire Warden contacted

Applicant Signature

Atwater Outdoor Fire Pit

1. Reserve the location through Events Management <http://www.middlebury.edu/events/submit>
2. Contact Facilities to set up and provide materials

Approval Signature

Date

Jodie Keith 802-443-2904 **or** Luther Tenny (back-up) 802-443-5236

Please note, Town of Middlebury permit required for bonfires at alternate outside fire locations. Contact the Middlebury Police at 802-388-3191 for permit information.

Final step for ALL Locations:

Once all permissions have been obtained, submit Burn Permit to the Department of Public Safety for final approval and filing.

Department of Public Safety

Date