

UNIVERSITY OF HOUSTON
SYSTEM AT SUGAR LAND
14000 University Blvd.
Sugar Land, TX 77479
MAIN #: (281) 275-3340
FAX: (281) 275-3301



DATE & TIME STAMP

OPEN FLAME PERMIT

PERMIT MUST BE OBTAINED FOR THE USE OF ANY DEVICE REQUIRING AN OPEN FLAME

ORGANIZATION NAME: _____
NAME OF EVENT: _____
LOCATION OF EVENT: _____
DATE OF EVENT: _____ TIME : _____ TO _____
RESPONSIBLE PARTY: _____
CAMPUS PHONE: _____ HOME PHONE: _____
PROPOSED OPEN FLAME DEVICE: _____

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

IF 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.

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

IN THE EVENT OF A FIRE OR OTHER EMERGENCY, DIAL 911, AND CONTACT UHSSL SECURITY AT 281-275-3302. NOTE: SUGARLAND POLICE CALL BOXES ARE LOCATED AT VARIOUS LOCATIONS THROUGHOUT CAMPUS.

ALL OPERATIONS ARE SUBJECT TO INSPECTION AND POSSIBLE CORRECTIVE ACTION.

I UNDERSTAND AND AGREE TO ABIDE BY THE PROCEDURES AND GUIDELINES WHICH ADDRESS THE USAGE OF THE OPEN FLAME PERMIT.

RESPONSIBLE PARTY SIGNATURE: _____ DATE: _____

ISSUED BY UHSSL SAFETY OFFICER:

FIRE EXTINGUISHER S/N: _____

APPROVAL SIGNATURE: _____ DATE: _____

PERMIT EXPIRES: _____
(Date/Time)