



If the open flame is used under a canopy, it must be flame rated (with a sewn-in label stating the rating) & cannot be used for any other purpose.

Ensure that all propane cylinders are secured from falling over, milk crates work great!

Create a 5 foot safety zone around the grill or heat producing item. Use tables, stanchions or caution tape



Ensure you have a fire extinguisher present



Hang "CAUTION" signs around the safety zone

If using propane, check your equipment for leaks. Check hoses for cuts & abrasions, check connections for leaks. If you need assistance please contact us!

QUESTIONS???

E-mail us at
DPSFIRE@PRINCETON.EDU

OPEN FLAME In a Place of Assembly CHECKLIST

- Notify the University Fire Marshal's Office of your event. Provide the needed information to have a permit application submitted to the Town.
- When setting up your event, always create a five (5) foot safety zone around the heat producing /open flame appliance or device.
- If using propane, cylinders must be secured from falling over and must be stored within the safety zone.
- Caution signs should be hung around the safety zone to keep unauthorized persons away from danger.
- Have a fire extinguisher(s) present.
- If using a canopy for cover, it must be fire rated and not used for any other purpose.
- Check all propane devices and connections for leaks. Hoses should be free of cuts, abrasions or damage.
- **DO NOT** use your open flame device until the Town has performed their inspection on the day of the event.