

NORTHEASTERN UNIVERSITY PUBLIC SAFETY DIVISION

FIRE SAFETY UNIT

100 COLUMBUS PLACE

PHONE: (617) 373-2696 FAX (617) 373-5761

APPLICATION FOR AUTHORIZATION TO BARBEQUE OUTDOORS

•••• PLEASE VERIFY SPACE AVAILABILITY BEFORE SCHEDULING AN EVENT ••••

ORGANIZATION/DEPARTMENT: _____

CONTACT PERSON: _____

TELEPHONE: _____

E-MAIL ADDRESS: _____ FAX NUMBER: _____

DATE OF BBQ: _____ START TIME: _____ END TIME: _____

PLACE OF EVENT: _____

NUMBER OF PEOPLE ANTICIPATED: _____

COOKING EQUIPMENT: CHARCOAL GRILL _____ GAS GRILL _____

Charcoal & grill can be arranged through Nicole Roberts, (617) 373-2530, 11 Speare Place, Dining Services. There is a \$50 cash deposit for grill, which will be refunded when the grill is returned.

IMPORTANT NOTE: Fire Extinguishers must be on hand for all barbeques and will be located in the Public Safety Substation at Forsyth Circle under the Ruggles T Station for pick-up. Please contact Fire Safety at (617) 373-5889 for instructions.

SPECIAL NSTRUCTIONS:

Send completed form to the attention of the Fire Safety Unit at 100 Columbus Place or fax (617) 373-5761 no later than (5) working days in advance of event.

Within (5) days, please walk form to Public Safety office, 100 Columbus Place.

FIRE SAFETY AUTHORIZATION

Authorized By: _____

cc: _____