**Grilling or Other Outdoor Fires Approval Checklist**

*Complete and send checklist to* [*safety-office@uwm.edu*](mailto:safety-office@uwm.edu) *for approval*

Requestor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Phone # During the Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time and Duration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Grill/Fire: *Charcoal Propane Wood* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Are there air intakes nearby or downwind? *Yes No*
* Is the area free of combustibles (wood, paper, leaves, other materials that easily ignite)? *Yes No*
* Will there be extinguishing media near the fire? *Yes No*
  + Type: *Fire Extinguisher Other*
* If charcoal or wood fire, coals or ashes shall be disposed of via Grounds Dept. Contact Steve Wilke ([wilke@uwm.edu](mailto:wilke@uwm.edu)) for an appropriate receptacle. Grounds contacted? *Yes No*
  + Be sure to have tools or gloves to properly handle hot coals or ashes.

US&A Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

US&A Tasks

Director of Facility Services or Housing approves? *Yes No*

* Notification sent to UWM Police at [police-command@uwm.edu](mailto:police-command@uwm.edu) stating the date, time, and location.