BONFIRE GUIDELINES

1. Registered student organizations may request the ability to host a bonfire on the Marietta College Campus.
2. Marietta College has one (1) location on campus at which bonfires may be approved. The location is the Hermann Bowl Fire Pit.
3. If an organization wants to receive approval to host a Bonfire they must submit in writing the following information a minimum of four weeks before the desired bonfire date:
   a. Name of Organization
   b. The date the request is being made
   c. The date the organization would like to host the bonfire
   d. The names of at least five (5) members that will be present during the bonfire to ensure for safety (attendance of these five (5) members at the bonfire is required).
   e. Confirmation from the organization’s faculty/staff advisor that he/she will be present at the bonfire
   f. A check or cash in the amount of $50.00 to cover the cost of the wood for the bonfire and the recharging of the fire extinguisher must be paid in advance. Failure to provide payment will result in denial of the bonfire request.
4. A written (or electronic) letter will be provided to the student organization either approving or denying the request.
5. Please note bonfires will not be approved if they are not associated with College activity.
   a. Example 1: if your organization wants to get together to roast marshmallow and hang out...this request would not be approved
   b. Example 2: if your organization has organized an event such as a Fall Festival and you want to cap the evening off with a bonfire...this might be approved
6. Bonfire Burn Restrictions
   a. Size limitations for bonfires on Marietta College Campus are:
      i. 3 foot diameter with a 2 foot height flame
   b. Wood will be purchased by and the bonfire set-up by Marietta College staff.
   c. A fire extinguisher will be provided from College Police.
   d. A hose will also be provided as an additional source to aid in putting out the fire.
      i. The bonfire must be sufficiently extinguished. A properly extinguished bonfire will leave no burning/red embers.
   e. Do not leave the bonfire unattended if it has not been completely extinguished.
   f. Your organization will be required to clean up the bonfire debris. A metal trash can and two metal shovels will be provided.
      i. Once fire is put out using the fire extinguisher and/or water from hose, use shovels to move soaked ash and other debris into the provided trash can.
      ii. Make sure all embers are extinguished before moving debris into trash can.
      iii. Do not put debris into campus receptacles or recycling bins
      iv. Failure to clean-up after the bonfire will result in an additional $50.00 cleaning charge billed to the organization.
   g. Bonfires are should typically burn no longer than three (3) hours.
h. Weather conditions may impact your ability to host your bonfire. The Office of Student Activities and Greek Life will make the rain call with you, the morning of your event.

*A burn permit will be requested by the Student Life Office for your event. Failure to receive an approved burn permit from the City of Marietta will result in an immediate denial of the bonfire request.

Important Telephone Numbers
- City of Marietta Police 740-373-4141
- CPS 740-376-4611
- City of Marietta Fire Department (emergencies) 740-373-3131
- Student Life Office 740-376-4736
MARIETTA COLLEGE
BONFIRE REQUEST FORM

Name of Organization: _______________________________________________________

Organization President: _____________________________________________________

Date of event: __________/________/________
(Submission of this form does not guarantee approval to host a bonfire)

Please provide a description as to why your organization is choosing to hold this type of event):
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Name of responsible members to be present for entire event (must include the names of 5 members)

1. _______________________________________________________

2. _______________________________________________________

3. _______________________________________________________

4. _______________________________________________________

5. _______________________________________________________

Required Signatures:

_________________________________________  ________________________________
President                          Advisor (by signing this form, you agree to be present throughout the entire bonfire)

For Official Use only:

o Bonfire prepayment received ($50.00)

o Bonfire request approved

o Bonfire request denied

_________________________________________
Director of Student Activities and Greek Life or Designee