



## CANDLE USE REQUIREMENTS/AGREEMENT

The following requirements are in accordance with Section 1109.8 of the State of Oregon Uniform Fire Code, and must be observed at all times at all events. Violations will result in fines of up to \$250 per occurrence.

- The device or holder shall be designed so that it will return to the upright position after being tilted to an angle of 45 degrees from vertical.
- Openings on the top and the distance to the top shall be such that a piece of tissue paper placed on the top will not ignite in 10 seconds.
- Chimneys shall be made of noncombustible materials. Such chimneys shall be **securely** attached to the open-flame device.

**1. SUBMIT FORM IN ADVANCE: Office of Campus Safety, Monday-Friday, 8:00am – 4:45pm.**

**2. Get copy of signed/authorized form, and have the copy at the event.**

3. Candles meeting these requirements may be purchased for \$2.00 each from Campus Safety.

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NAME OF EVENT: \_\_\_\_\_

BRIEF DESCRIPTION OF HOW CANDLES WILL BE USED: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_

START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

LOCATION: \_\_\_\_\_

EVENT SPONSOR: \_\_\_\_\_

APPLICANT: *Name:* \_\_\_\_\_

*(Please Print)*

*Telephone:* \_\_\_\_\_ *E-mail:* \_\_\_\_\_

*By completing and submitting this form, I agree to abide by the above requirements, and to be present during the event to assure that the requirements are strictly observed.*

*Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Approved by:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Office of Campus Safety*