



BOROUGH OF SHIPPENSBURG  
111 NORTH FAYETTE STREET  
P. O. BOX 129  
SHIPPENSBURG, PA 17257  
(717-532-2147)

### OUTDOOR FIRE PERMIT APPLICATION

APPLICATION **MUST** BE FILED A MINIMUM OF FIVE (5) BUSINESS DAYS PRIOR TO EVENT.

DATE OF EVENT: \_\_\_\_\_ START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

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

NAME OF INDIVIDUAL, BUSINESS OR INSTITUTION SPONSORING THE EVENT:  
\_\_\_\_\_

ADDRESS: \_\_\_\_\_

TYPE OF FIRE: CAMP FIRE BON FIRE OTHER: \_\_\_\_\_  
(CIRCLE ONE)

PURPOSE OF FIRE: RECREATIONAL COOKING OTHER: \_\_\_\_\_  
(CIRCLE ONE)

RESPONSIBLE PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO. \_\_\_\_\_ DATE: \_\_\_\_\_

The responsible person **MUST** be present throughout the entire event and have the burn permit available for review upon request of any fire or police representative. The fire department and or police may, at any time, order the fire to be extinguished if they determine the fire to be in violation of the permit (i.e. health and/or safety concerns) or at his or her discretion. The fire chief may also order certain precautions be taken prior or during the event to ensure safety. Such precautions will be clearly marked on the burn permit.

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**ADMINISTRATIVE SECTION**

Date Filed: \_\_\_\_\_ Time: \_\_\_\_\_ Received By: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Fire Chief

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Borough Manager