



Specific event open air fire permit application

Applicant information

All applicants must be 18 years of age or older.

Applicant name

Mailing address

E-mail

Cell Phone Number

Other Phone Number

Is the applicant the property owner? Written consent of property owner is required

☐ Yes

☐ No

Burn site information

Burn Site Address

Burn Site Name/Description (i.e.: park, private property, parking lot)

Additional requirements for Specific Event Permit

Please allow a minimum of 15 business days for processing as a site inspection is required:

Name of non-profit community organization or religious institution

Event name

Event date (dd/mm/yyyy)



OTTAWA FIRE SERVICES
SERVICE DES INCENDIES D'OTTAWA

Protecting Our Nation's Capital With Pride
Protéger notre capitale nationale avec fierté

City of Ottawa www.ottawa.ca
Ottawa Fire Services, Fire Prevention Division
1445 Carling Avenue, Ottawa, ON K1Z 7L9
Tel.: 613-580-2860
Email: SpecificEventFire@ottawa.ca
Mail Code: 25-102

Please list any additional event/rain dates below (dd/mm/yyyy)

Event description:

- ☐ Cultural
- ☐ Religious
- ☐ Recreational

Conditions and requirements

Every holder of an Open Air Fire Permit must:

- Notify the Ottawa Fire Services for permission on the day of each proposed open air fire by calling 613-580-2880
- Not set or maintain an open air fire when a fire ban is in effect.
- Ensure that a person eighteen (18) years of age or older maintains constant watch and control over the open air fire at all times from the time of the setting of the fire until the fire is totally extinguished.
- Produce his or her permit upon being so directed by the Fire Chief or designate.
- Immediately extinguish the fire upon being so directed by the Fire Chief or designate
- Have equipment capable of extinguishing the fire such as rakes, shovels, or water immediately available or use at the site of the open air fire.
- Ensure that open air fires of any type are not set or maintained with the aid of flammable or combustible liquids. Use, in an open fire, only wood, tree limbs and branches, unless otherwise specified under the additional requirement for specific open air fires.
- Not use, in any open air fire, prohibited materials including grass, leaves, garbage; pressure treated or creosote treated wood, or any combustibles that produce toxic fumes other than those produced by the burning of wood, tree limbs or branches
- Not set or maintain an open air fire that exceeds the size limits set out in this permit.
- Comply at all times with the additional requirements set out below.



OTTAWA FIRE SERVICES
SERVICE DES INCENDIES D'OTTAWA
Protecting Our Nation's Capital With Pride
Protéger notre capitale nationale avec fierté

City of Ottawa www.ottawa.ca
Ottawa Fire Services, Fire Prevention Division
1445 Carling Avenue, Ottawa, ON K1Z 7L9
Tel.: 613-580-2860
Email: SpecificEventFire@ottawa.ca
Mail Code: 25-102

☐ I acknowledge that I have read this entire application form relating to an open-air fire permit, and am fully aware of its conditions and requirements and of my obligations created by it. I certify that I am 18 years of age and have had the opportunity to seek the appropriate advice on the obligations created by this application, should an open-air fire permit be issued to me. I further acknowledge that the information that I have provided to obtain this permit is accurate and true.

☐ I agree to indemnify and save harmless the City of Ottawa, and its agents, officers, and employees, from and against any and all claims, demands, causes of action, losses, costs, damages, or proceedings by any party, including claims in negligence, directly or indirectly arising or alleged to arise from the issuance of this open air fire permit and resulting from open-air fires as set out in By-Law 2004-163.

Personal information is collected by the City of Ottawa under the authority of the Municipal Act, S.O. 2001, c. 25, ss. 8-10, as amended and By-Law 2004-163, as amended, for the purpose of assessing and administering your eligibility for an open-air fire permit. If you have any questions or concerns about the collection or use of your information, please contact: SpecificEventFire@ottawa.ca

By signing and submitting this application, I hereby agree to the Terms and Conditions on my own behalf, or on behalf of the person or organization that is being represented or for whom this application is being made.

Signature of applicant

Signature date (dd/mm/yyyy)

Fire Prevention Officer's Signature

Signature date (dd/mm/yyyy)



OTTAWA FIRE SERVICES
SERVICE DES INCENDIES D'OTTAWA
Protecting Our Nation's Capital With Pride
Protéger notre capitale nationale avec fierté

City of Ottawa www.ottawa.ca
Ottawa Fire Services, Fire Prevention Division
1445 Carling Avenue, Ottawa, ON K1Z 7L9
Tel.: 613-580-2860
Email: SpecificEventFire@ottawa.ca
Mail Code: 25-102