

Name of person, group or organization sponsoring the production: \_\_\_\_\_

Date(s) &amp; time(s) of production/class/event: \_\_\_\_\_

Location of production/class/event: \_\_\_\_\_

Type of flame effects: \_\_\_\_\_

Person in charge of the effects: \_\_\_\_\_

Fuels used in the effect and their estimated consumption: \_\_\_\_\_

Air source for combustion &amp; ventilation effects: \_\_\_\_\_

Supplemental fire protection features: \_\_\_\_\_

Certification that the set, scenery, rigging materials and area of the classroom/production are inherently flame-retardant or have been treated to achieve flame retardancy: \_\_\_\_\_

A site plan shall be submitted with the request containing the following information:

1. A description of the flame effect.
2. The location of the flame effect devices to be fired and their control and sequence.
3. The area affected by the flame effect device.
4. Location of the audience.
5. Storage and holding areas.
6. Emergency response procedures.
7. Means of egress (exiting).

Attach a copy of the SDS (safety data sheet) for the materials (fuels) to be used in the flame effect.

In addition to this document for the Safety Office, the Fargo Fire Marshal requires a separate application, certificate of insurance and an associated fee for approval. The request should follow NFPA 160 Standard for the Use of Flame Effects Before an Audience, specifically Chap. 5. NFPA standards can be accessed by setting up a free account (<http://www.nfpa.org/codes-and-standards>). Please contact the Safety Office for additional questions.

Name of requestor: \_\_\_\_\_ Phone #: \_\_\_\_\_

Requestor signature \_\_\_\_\_

Date \_\_\_\_\_

For Department Use Only

Date Approved: \_\_\_\_\_

UP&amp;SO Safety &amp; Compliance Specialist: \_\_\_\_\_

**Route this form to:**University Police & Safety Office  
Dept 3300, PO Box 6050  
Fargo ND 58108-6050Phone (701) 231-7759  
Fax (701) 231-6739