



TOWNSHIP OF SOUTH BRUNSWICK FIRE SAFETY BUREAU

540 Ridge Road • P.O. Box 190 • Monmouth Junction, NJ 08852-0190
Phone: 732-329-4000 x7214 • Fax: 732-438-0533

School Use Permit Conditions

You have applied for and received a permit for the use of a school facility for your planned activity. The reason a permit is required by our office is to ensure the fire service is aware of the planned activities and to make certain that the planned activities are conducted in a safe manner in accordance with safety features built in to our school buildings.

Your activities and the validity of the permit are subject to the following conditions:

- 1) A responsible person in charge must be present at all times the school is in use by you or the organization you represent.
- 2) The school building has fire detection and fire alarm notification appliances. If the fire alarm sounds at any time during your use of the facility all activities must stop and the building shall be evacuated until the South Brunswick Fire Service permits re-entry.
- 3) To assist in orderly evacuations an announcement shall be made at the beginning of any event or presentation pointing out exits from the room and/or space and informing the attendees that they must evacuate if the fire alarm sounds.
- 4) No smoking is permitted on the premise.
- 5) No smoke generating equipment may be utilized.
- 6) No use of open flame devices, candles or equipment is permitted inside the building as part of your activity. (Outside use is subject to specific approval by this office).
- 7) The use of any special equipment, amusements or rides must be included with the original permit application, shall be conducted in accordance with manufacturers' instructions and applicable safety rules, and are subject to any conditions contained within your permit.
- 8) Your activity may be subjected to a surprise inspection by a Fire Marshal.
- 9) Exits, doors or corridors shall not be obstructed at any time.

Failure to follow these conditions can result in penalties and the revocation of your permit, ending the activity. FAILURE TO NOTIFY THE FIRE SAFETY BUREAU OF CANCELATION OF THIS EVENT WILL RESULT IN THE ISSUANCE OF A \$100 INSPECTION FEE.

A handwritten signature in black ink that reads "John J. Funcheon".

John J. Funcheon, Fire Marshal



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FIRE SAFETY BUREAU

APPLICATION FOR SCHOOL USE PERMIT

Date of application: _____

Location where activity will occur: _____

Date of activity: _____ Time: _____

Applicant Name: _____ Address: _____

Phone/ Fax Number: _____ Emergency: # _____

Organization Name : _____

Type of activity: _____

Number of people attending: _____

Location of activity: (circle) Inside Outside or Both

Cooking: (circle) yes no catering or vendors

Propane use: Number of tanks _____

Applicant Signature

Fee: _____

Fire Marshal Signature