



REQUEST FOR PERMIT **BONFIRES**

Ocean City Fire Department
Office of the Fire Marshal
301 Baltimore Ave., Ocean City, MD (410)289-8780



1. Form must be completed and attached instructions initialed.
2. **Request will be returned without the exact property address and billing information.**
3. You will be billed for permit fees and contacted by the Fire Marshal's Office when permit is complete for pick-up.

REQUIRED INFORMATION

Date submitted: _____ Date & Time of Proposed Bonfire: _____

Proposed Bonfire Location: _____

Applicant Name: _____

Home Phone number: _____ Cell Number: _____

Address: _____

Company or person to be billed for permit.

Name: _____

Address: _____

Phone number: _____

Note: The issuance of the permit is based upon the information contained in this application only, and does not cover unsatisfactory conditions resulting from errors, omissions or failure to clearly indicate conditions. Any change(s) to the application shall be submitted to the Office of the Fire Marshal for review.

I hereby certify that I am aware of the conditions and requirements for having a bonfire and agree to comply with the conditions and requirements. I understand that failure to comply with the conditions would mean cancellation of this permit and possible denial of future permits.

Applicants Signature _____ **Date** _____

Official Use Only Below

Application # _____ FM Assigned _____

Reviewed and ready for Invoicing _____ Permitted and billed _____

Applicant notified of completed permit _____

**OCEAN CITY FIRE DEPARTMENT
OFFICE OF THE FIRE MARSHAL
INSTRUCTIONS FOR BONFIRES**

1. Fires:
 - A. LEAVING A FIRE UNATTENDED IS PROHIBITED!
 - B. The kindling of any ground fire is permitted only on the beach between the high tide and low tide marks.
 - C. Bonfire material must be placed in a pit approximately one (1) foot deep and (3) feet larger than the outer edge of the bonfire material. Material should be stacked no higher than three (3) feet.
 - D. Bonfire material must not consist of salt treated lumber, tar paper, contents containing any rubber products, creosote treated lumber, glue impregnated material, plastic, foam or trash.
 - E. Flammable and/or combustible liquids must not be utilized for fueling the bonfires.
 - F. Upon completion of the bonfire, all ashes and leftover material must be thoroughly wet down, placed in a trash bag and disposed of in proper container(s). Material and/or hot ashes shall not be buried in the sand. Bonfire site will be inspected post cleanup and your deposit will be refunded only if the beach is returned back to its original condition.
2. Cleanup and restoration of the site must be completed by the expiration date and time set forth by this permit. The person obtaining the permit is responsible for providing the trash bags, stacking of the trash and placing all the trash in the proper containers.
3. All persons encompassed in this permit must vacate the bonfire site no later than the date and time set forth by this permit.
4. Groups under the age of 18 must be chaperoned by an adult twenty-one (21) years of age or older. **FOR SUCH GROUPS, THE PERMIT WILL ONLY BE ISSUED TO THE CHAPERONE.**
5. Servicing of the bonfire site will be accomplished by hand carrying the equipment and supplies to the site. Vehicles shall not service the bonfire site.
6. The person obtaining the permit must be present during the hours of the bonfire. They must have in their possession a copy of this permit and present it upon request of a Fire Official or Police Officer. The Town of Ocean City reserves the right to check for permit compliance at any time.

Recipient of the Bonfire instructions initials_____

**OCEAN CITY FIRE DEPARTMENT
OFFICE OF THE FIRE MARSHAL
INSTRUCTIONS FOR BONFIRES**

7. The Town of Ocean City's Department of Public Works cleans the beach each night from 6pm to 3am. If and when you see a Beachcomber come near your area, please be mindful of them and bring your crowd in closer to the Bonfire so that they may properly clean the beach.
8. Unsuitable wind or weather conditions must be taken into consideration prior to and during the actual bonfire, adverse conditions may cause the revocation of this permit.
9. Application for the permit must be made to the Office of the Fire Marshal,
 - a. By mailing to P.O. Box 158 Ocean City, Maryland 21842 or
 - b. Faxed (410-289-8767) or
 - c. Email to ocfm@oceancitymd.gov or
 - d. The applicant may also stop by the Office of the Fire Marshal located at 301 Baltimore Ave. during regular office hours, 8:30AM – 4:30 PM Monday through Friday except holidays.

Application must be submitted a minimum of two (2) weeks prior to the date of the scheduled bonfire.

The applicant will be notified when the bonfire permit is ready for the applicant's signature.

The applicant must sign and obtain the permit from the Office of the Fire Marshal located at City Hall, 301 Baltimore Ave. a minimum of two (2) business day prior to the scheduled bonfire date.

10. **Permits will not be issued on the following Holidays and weekends: Memorial Day, July 4th and Labor Day.**
11. **Permits will not be issued for bonfires past midnight.**
12. **Permits will not be issued south of 30th Street on the beach from May 1 thru September 30.**
11. A non-refundable Permit Fee of \$75.00 can be paid in the form of a check, money order, (payable to the Mayor and City Council), cash and/or credit card and must be paid upon receipt of permit.

13. A security deposit of \$100.00 is required in the form of a check made payable to the Mayor and City Council. The security deposit is to ensure that the person obtaining the permit will comply with the conditions of the permit and that the site is left in the same or better condition than it was when first occupied. Anytime the permit is canceled for any reason of non-compliance the deposit will be forfeited. The person obtaining the permit will be subject to receiving a bill of collection for any additional cost for cleanup of the site that exceeded the amount of the security deposit. The security deposit will be returned to the applicant if all provisions of the permit are compliant and that the site is left in the same or better condition than it was when first occupied.

Recipient of the Bonfire instructions initials_____