

Wesleyan University
Lighting Candles Permit – Registered Event or Religious Reason
Students must submit a permit request at least 72 hours prior to the event.
Permits requested with less than 72 hours' notice may be denied.

Directions: Please complete this form and email it back to the office of Campus Fire Safety for review (ccruz01@wesleyan.edu). You will be notified in writing of the decision for this request.

Candle Policy: Candles are not permitted anywhere in the residence halls, including student rooms. Candles may be used for religious or event purposes **only** in designated lounges of residence halls or other approved locations. If you plan to light candles, you must:

1. Complete this agreement and obtain written permission from Campus Fire Safety.
2. Use candlesticks that do not exceed four (4) inches in height or other approved candles.
3. Place the candle in a location completely cleared of all combustible material, away from curtains, shelves, and open windows.
4. Unless the candles are in a menorah, candles must be contained.
5. Light the candles only during the times noted on the signed agreement.
6. Remain in the designated lounge/area if the candle(s) is/are burning.

Date of planned candle use: _____
Time of planned candle use: _____ until _____
Location of planned candle use: _____
of participants: _____

Reason for use of candles: _____

I hereby state that I, the permit holder, have read and fully understand the above-mentioned regulations and that by signing my name on the permit, I will be fully responsible for the candle(s).

Student's Name: _____ Signature: _____

WesID #: _____ Date: _____ Cell Phone #: _____

Approved by: Campus Fire Safety

Name: _____ Signature: _____

Date: _____ Department: _____