

Fire Ring Usage Request

(Please sign and return one copy to the Scout office at least 10 days prior to date requested)

Organization: _____

Contact: _____ Phone: _____

Address, City, State, Zip _____

Date Requested: _____ Arrival Time: _____ Departure Time: _____

of People Expected: _____ **There is no fee for usage of the Fire Ring area.**

THIS IS A SMOKE/DRUG FREE FACILITY. NO SMOKING OR ALCOHOL ALLOWED.

Please help keep our Center for Scouting campus clean.

1. Organization or person listed above is responsible for their own set-up and clean up.
2. The organization or person listed above shall accept responsibility for any damage to the facility and/or contents will be billed for any such damages. Determination of the amount of such damage shall be within the sole jurisdiction of the Northern Lights Council and the said organization or person agrees to promptly pay any reasonable damage claims when presented.
3. The user assumes liability for injuries and personal property of all persons attending the event, as well as damage or loss of Scout property.
4. The organization or person named above shall indemnify, hold free and harmless, assume liability for, and defend the Northern Lights Council from and against any and all loss, damages, claims, suite or actions at law, judgements and costs, including attorney fees, which may arise out of any injury or death of persons or damages to property, caused by, arising from or in any manner connected with the use or occupancy of the leased premises, whether sustained by the above named or the Northern Lights Council, their respective agents or employees, or by any third person or corporation which seek to hold the Northern Lights Council liable.

Eligibility

- Regularly scheduled Scout meetings and activities shall have priority in the use of the facilities.
- Activities and programs are limited to the spaces assigned.
- A request for use form must be completed by all outside organizations requesting use.
- A certificate of insurance must be provided by all outside groups for the purpose of covering liability and property damage or accidents that might occur. The Northern Lights Council, BSA must be named as certificate holder and additional insured. This certificate must be in the council's possession prior to event. The user assumes liability for injuries and personal property of all persons attending the event, as well as damage or loss of Scout property.

Guidelines for Usage

- The conduct of all persons attending is expected to be respectful and reflective of the Scout Law.
- Alcoholic beverages, illegal substances and smoking are not allowed in the building or on the grounds.
- Restroom facilities are only available during regular business hours (posted on the council website).
- Use of the Fire Ring requires at least two adult supervisors (21 years or older).
- All activity must conclude by 10:00 PM.
- Attached checklist is completed and left in the BSA Drop Box when you are finished.

Fire Ring Checklist

Organization: _____ Date: ____/____/____

Thank you for using the Jon L. Wanzek Center for Scouting campus for your event today. In order to keep our costs low and be able to offer this facility at a minimal charge, we are asking that you complete the following checklist so we can continue to offer usage of our facility.

Please check these items off as they are completed and leave this form in the mail drop box.

Group using the facility is responsible for their own set-up and clean-up which includes, but not limited to:

_____ Must provide your own firewood (following local regulations for transport of firewood)

_____ Have a fire bucket filled with water within easy access of the fire ring

Before leaving, the fire must be completely extinguished –

_____ First, drown the campfire with water!

- Next, mix the ashes and embers with soil. Scrape all partially burned sticks and logs to make sure all the hot embers are off them.
- Stir the embers after they are covered with water and make sure that everything is wet.
- Feel the coals, embers, and any partially burned wood with your hands. Everything (including the fire ring) should be cool to the touch.

_____ When you think you are done, take an extra minute and add more water.

_____ Unused firewood is collected and removed from the property.

_____ Garbage is picked-up and removed from the property.

THANK YOU for taking time to complete this checklist and helping to keep our building clean by “leaving no trace”. If you have any problems after normal business hours, please **text Darin Steindl at (218) 979-4653**.