



# Ceremonial Fire Information Form

Applicant Information	
<input type="checkbox"/> Business or Other Organization <input type="checkbox"/> Individual as Agent of Business/other Organization* <input type="checkbox"/> Individual in personal capacity <b>* If you represent an organization, please provide your business contact information.</b>	
Organization Name (if applicable)	Applicant Name (First, Last)
Email	Telephone Number
Mailing Address (Street Number, Street Name, Suite/Unit Number, City/Town, Province, Postal Code)	
Applicant Signature	Date (yyyy-mm-dd)

Application Information Details	
Address of Location where Ceremonial Fire to be Placed (Street Number, Street Name, Suite/Unit Number, City/Town, Province, Postal Code)	
Applicant Name (First, Last)	Email
Onsite Supervisor #1 Name (First, Last)	Onsite Supervisor #1 Telephone Number/Mailing Address
Onsite Supervisor #2 Name (First, Last)	Onsite Supervisor #2 Telephone Number/Mailing Address
If additional Onsite Supervisors specify name, telephone numbers, mailing address on additional pages submitted with application. Onsite Supervisors are the person who shall responsible for the supervision of the fire.	
*State the cultural or religious practices ceremonies, or events to which the Ceremonial Fire relates (please provide all relevant details):	

Burn Details		
Specific Location where Ceremonial Fire to be located: (Provide summary details)		
Ceremonial Fire Date(s) (yyyy-mm-dd To yyyy-mm-dd)		
Ceremonial Fire Hours		
Date (yyyy-mm-dd) To	Start Time	Finish Time
Date (yyyy-mm-dd)	Start Time	Finish Time
For multiple Ceremonial Fire, attach a schedule detailing each date, start and finish time.		

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<b>Burn Details (Continued)</b>
Fuel/Method Description
Means of Extinguishment
If differing between Ceremonial Fire – specify for each date (yyyy-mm-dd).
Site plan illustrating the location of the Ceremonial Fire on the location, as well as the distances of all structures located on the property or on neighbouring premises to the proposed location of the Ceremonial Fire to be included.

Please submit completed form and required accompanying information/attachments to the Fire Prevention Office:

### Kitchener Fire Department

Fire Headquarters  
 270 Strasburg Road  
 Kitchener, ON N2E 3M6  
 519-741-2495  
 fireprevention@kitchener.ca

<b>Kitchener Fire Department Office Use Only</b>	
<b>Inspection Date</b> (yyyy-mm-dd)	<b>Inspection Completed By</b> (First, Last Name)
<b>Fire Prevention Officer</b>	<b>Date</b> (yyyy-mm-dd)
<input type="checkbox"/> Yes <input type="checkbox"/> No   Kitchener Fire Dispatch Notified	

- Per the MUN-FAC-2030 policy,
  - Staff will call the Kitchener Fire Department Dispatch at 519-741-2582 before burning starts and when burning has been completed.
  - Ceremonial fire keepers in charge of the burn must be present and observing the ceremonial fire from time of lighting to time of extinguishment and clean up of ceremonial burn.
- Municipal procedures often recognize these fires as cultural rights, not recreational fires. Ensure safety measures and supervision requirements are followed. Fire bans may still apply in extreme conditions unless an exemption is formally recognized.
- Any fire is subjected to the regulations set down by the Ministry of the Environment regarding Air Pollution. Plastics, Rubber Products, Leaves, etc. cannot be burned.
- The Ontario Fire Code (2.4.4.4) states, "Open Air Burning Shall not be Permitted unless Approved."
- Ceremonial or sacred fires may be conducted in accordance with indigenous cultural protocols. Kitchener Fire Prevention will work collaboratively with Indigenous fire keepers to identify appropriate locations and safety measures. Where site conditions require risk mitigation, options such as prepared ground surfaces or containment structures will be agreed upon, where culturally appropriate.