



GRILLING ON CAMPUS POLICY

All campus groups, including but not limited to student organizations, athletic teams, campus departments or offices must read and sign this agreement and complete training before they will be permitted to use charcoal (*only type permitted*) grills on campus.

All grilling and associated activities are the sole responsibility of the requesting organization or department. Grilling is “**At Your Own Risk**”. The requesting party is responsible for any damage to property, or accidents that occur while grilling. This includes anything that occurs negligence when disposing of the by products from the grill.

Allowable Types: Charcoal grills and charcoal smokers are permitted. Any other type of grill (gas, or propane), is strictly prohibited. Personal grills will be allowed upon consent from Office Events Management. The grill must be inspected and approved before use.

Grilling: Grills must be attended at all times. Anyone who leaves a lit grill unattended will be subject to a citation and activity canceled immediately. No grill will be allowed on any grass area or within 10 feet of any combustible structure. When the grill is in use it cannot be under any type of awning or roof. All grills and smokers must have a lid, no open flame cooking will be allowed. Fires built on the ground and open fire pit devices will not be allowed.

Grilling guests should not exceed 100 people. All authorized grillers must be Advisors.

Waste Disposal: Do not dump charcoal, hot or cold, into any wooded or vegetated area. Charcoal must be disposed of properly in a non-flammable metal container. A water hose must be checked out in advance and hooked up in proximity to the grill in case of emergency. Grills must be sanitized after every use. Care must be taken when serving food so as the server has properly washed their hands, does not have any open wounds, and has properly cleansed the serving area. Cleaning of the grilling area is mandatory. Ensure all trash is picked up and disposed of properly; any grease residue is wiped up, and waste/left over food is disposed of properly to avoid bugs or rodents.

Training Required: Regular training sessions are provided/scheduled to accommodate individuals/groups desiring to grill on campus. The Office of Emergency Management or Events Management can be contacted to register for a training session.

The below signature(s) indicates signee has read and agrees to the aforementioned statements regarding Tennessee State University Campus Grilling. Signee(s) understands that they are liable for any damage or injuries that occur while grilling.

***All Campus Grilling Is Terminated From The Last Week Of October Until First Week Of March.**

Advisor (for student org) **or** Dean/Vice President (Department) Signature Date

Aramark Grill Training Authorized Signature Date

Facilities Management Fire Extinguisher Training Authorized Signature Date

Emergency Management Signature Date

Events Management Representative Signature Date



Information

Reservation Number _____

Personal Information

Applicant Full Name: _____
Last First M.I.

Address: _____
Street Address Residence/ Apartment/Unit #

City State ZIP Code

Home Phone: _____ Alternate Phone: _____

Email _____

T-Number _____

Organization Information

Title: _____ Position _____

Advisor/Supervisor: _____ Department: _____

Work Location: _____ Email: _____

Work Phone: _____ Cell Phone: _____

List a description of your event below:



Grilling on Campus Rules and Requirements

Are there grills on campus that students can use and how do I reserve a grill?

- Yes! Grills are available at the Ford and NRC Apartments in the courtyards
- Go online to the EBMS Reservation Application or visit the Office of Events Management. Student Organizations should work through your on campus advisor to request permission grill on TSU Campus.
- If you need a special set-up for you event, please submit your request form to Events Management 3 weeks in advance.
- Permission to use a grill will be granted on a first-come, first-served basis - so the sooner you contact Events Management and/or your advisor, the better!
- Grilling guests should not exceed 100 people.

How late am I allowed to grill?

- All campus grilling must end by **9:00 p.m.** for the day approved.
- Please be sure to clean up the space when you are finished! Or you will be charged.

Can I use my own grill?

- Possibly, once you have completed the training, the grill must be inspected and if approved you are allowed with restrictions.
- Flammable items such as charcoal and lighter fluid may not be stored on campus.
- Portable gas, propane grills and personal grills are not allowed to remain on campus if approved to be used.

Am I allowed to have alcohol at an event where the grill will be used?

- **No!** Use of alcohol is prohibited on the campus.

Am I allowed to have a DJ or Play Music?

- This must be included in your request and approved.
- Residents rights must be respected at all time.
- Noise/Music must be kept to a minimum level
- Vehicles cannot be parked on the lawn or sidewalk

Who can operate the Grill?

- Persons who operate a grill for a university group/event must attend training and be certified through the Office of Emergency Management. Certificate must be renewed each semester and the card must be carried by the owner at the time of the event. **For Student Organizations, the authorized grill operator must be the Advisor.**