

Ceremonial Fire Information

A cultural fire is an open air burn conducted in connection with a specific cultural or religious practice, ceremony, or event. The completed form and any required accompanying information / attachments may be submitted by email to TFS_events@toronto.ca or by mail to the Special Events, Projects, and Planning Office. Applicants should allow up to 10 business days for review and processing.

Special Events, Projects, and Planning Office

59 Curlew Drive
Toronto, ON M3A 2P8
Telephone: 416-338-5340

APPLICANT INFORMATION

- ☐ Business or Other Organization ☐ Individual in personal capacity
☐ Individual as Agent of Business/Other Organization

Note: If you represent an organization/business, please provide your business contact information.

Applicant Name (First, Last)	Email
Organization/Business Name (if applicable)	Telephone Number
Mailing Address (Street Number, Street Name, Suite/Unit Number, City/Town, Province, Postal Code)	
Applicant Signature	Date (yyyy-mm-dd)

CEREMONIAL FIRE BURN ACTIVITY DETAILS

Cultural Fire Start Date (yyyy-mm-dd)	Start Time (A.M. / P.M.)	Finish Time (A.M. / P.M.)
Burn Site Address / Detailed Location (for example, municipal address and exact location within; if none, landmark name, or park / trail name and exact location within)		
Describe the cultural or religious practices, ceremonies, or events to which the cultural fire relates (provide all relevant details)		
Fuel/ Burnable materials to be used		
Onsite Supervisor Name (First, Last)	Onsite Supervisor Telephone Number and Mailing Address	

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REQUIRED ATTACHMENTS / INFORMATION CHECKLIST

- ☒ **Site Plan** illustrating the proposed location of the Cultural Fire, the distances of all structures located on the property or on neighbouring premises to the proposed burn location, and the distances to combustible materials (for example, trees, shrubs, vegetation, wooden fences, etc.).
- ☒ If there are multiple Cultural Fires, attach a schedule detailing each date, start time, finish time, onsite supervisors, and fuel/burnable materials to be used.
- ☒ If there are additional Onsite Supervisors, include their names, telephone numbers, and mailing addresses on additional pages submitted with application. Onsite Supervisors shall be responsible for fire supervision.
- ☒ The Applicant shall attach a copy of the written authorization from the lawful owner or occupier of the above premises.

The Fire Chief, or any person authorized by the Fire Chief to issue a ceremonial fire information form under this Chapter, shall not issue a ceremonial fire information form which exceeds twelve months from the start date of commencement of ceremonial fire(s) with respect to a submission.

Where a submission of a ceremonial fire information form is inactive or incomplete for six months after it is submitted, the Fire Chief, or any person authorized by the Fire Chief to review a submission of a ceremonial fire information form under this chapter, without further notice, may deem the submission to have been abandoned and consider the ceremonial fire event(s) subsequently canceled.

In accordance with Chapter 441, Fees and Charges, Appendix B – Schedule 1, Fire Services, the fee for Cultural Fire Authorization (reference number 116), including the site visit and plan review for approval, is exempt.

Once processed, the signed permit application will be returned to the Applicant and a site inspection may be scheduled if required.

The permit holder shall notify Toronto Fire Services Communications at 416-338-9000 at the beginning and end of each event.

OFFICE USE ONLY

Inspection Date (yyyy-mm-dd)	Inspection Completed By (First, Last Name)
District Chief Signature	Date (yyyy-mm-dd)

Toronto Fire Services collects personal information on this form under the legal authority of the City of Toronto Act, 2006, section 259; the Toronto Municipal Code, Chapter 441, Fees and Charges, Appendix B - Schedule 1, Fire Services Reference Number 116; and the Toronto Municipal Code Chapter 442, Fees and Charges, Administration of, section 442-2. The information is used to: a) process the request for service, b) contact individuals concerning the request for service, c) contact individuals concerning services to be provided (including scheduling site visits or inspections), and d) delivery of certificates, permits, or other documentation related to the services. Questions about this collection can be directed to the Division Chief, Policy, Project and Public Information, Fire Services, 4330 Dufferin Street, 3rd Floor, Toronto, Ontario, M3H 5R9 or by telephone at 416-338-9550.

As stated in the Municipal Freedom of Information and Protection of Privacy Act, section 2(2.1) and 2(2.2), information collected on this form is considered business identity information. Business identity information could be publicly available and/or disclosed upon request unless an exception applies.