

**Georgetown City Fire Department**  
**Fire Prevention Bureau**

**HOT WORK PERMIT FORM**

**Instructions:** Complete all fields on this form. Form must be approved by the Building Agent, Manager, or Owner. This form must be in the possession of the HOT WORK Crew until the job is completed, then it must be in the possession of the authorizing agent for at least 48 hours after the job has been completed. This form must be made available to the Fire Department upon request.

**IN CASE OF FIRE CALL - 911**  
**For Questions Call the Fire Department 545-4200**

<b>Date Permit Valid:</b>		<b>Start Time:</b>	<b>End Time:</b>
<b>Person In Charge:</b>		<b>Site Telephone Number:</b>	
<b>Address of Work Site:</b>			
<b>Description of Hot Work:</b>			
<b>Business License Number:</b>	<b>OR</b>	<b>Construction Permit Number:</b>	

**Last Fire Extinguisher Training Date for Crew Members:**

**Last Torch/Arc Welding Training Date for Crew Members:**

**FIRE PREVENTION AND SITE PREPARATION** (Check All That Apply)

There are no combustibles within 30 feet of the work area.  
 Combustibles within 30 feet of the work area have been shielded from sparks and open flames.  
 Exposed combustible wall studs or surfaces have been shielded from sparks and open flames.  
 A suitable Water or Dry Chemical ABC fire extinguisher is within 30 feet of the work area.  
 The work area is clear of debris, shavings, and trash.  
 The Fire Alarm System has been protected to prevent accidental activation

Gas Cylinders are not corroded or damaged.  
 Gas Cylinders are properly marked for the material they contain.  
 Gas Cylinder valves are in good condition.  
 Gas Cylinder regulators are in good condition and are working properly  
 Gas Cylinder internal pressures are normal (not over pressurized)  
 Gas Cylinders hydrostatic test period has not expired.  
 Gas hoses are in good shape and properly connected.  
 Torches are properly attached and work properly.

Electric Arc welding equipment is in good condition.  
 Electric Arc welding machine is properly grounded.  
 Electric Arc connections fit properly and correctly.  
 Electric Arc electrodes are of the proper type and size for the work.  
 Electric Arc electrode holders are in good condition.  
 Electric Arc wires are not frayed and are in good condition.

Personnel using equipment are wearing proper attire for the work selected.  
 The appropriate eye protection is being used by ALL personnel.

<b>Firewatcher:</b>	<b>Time Started:</b>	<b>Time Ended:</b>
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<b>Hot Work Permit Authorized By:</b>	<b>Signed:</b>
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<b>Title:</b>	<b>Date:</b>
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