The Fire Circle at Lighthouse Landing
Information Sheet

The Fire Circle is located behind the Harley Clark Mansion on Sheridan Road at Central Street. It is available to rent from mid-April through the mid-November. Reservations for spring campfires begin March 1st; summer on April 1st; fall on July 1st. Cost to residents is $45.00; non-residents $90.00. Proof-of-residency is required. Procedures to secure a date are as follows:

1. Visit cityofevanston.org/parkpermits to secure an available date. Dates must be reserved and paid for no less than 3 business days in advance.
2. Payment and proof-of-residency is expected at this time. Non-resident rate will be charged if residency is not established. Payment must be made at the time the reservation is taken. A confirmation email will be sent to the Fire Department. No permits will be issued without this confirmation email.
3. **NO REFUNDS or CREDITS will be issued.** Only exception is if the City of Evanston deems the Fire Circle unusable.
4. Only one Fire Circle permit is issued for each date. Allow 3 business days minimum for fire department response.
5. On the Internet, go to [www.cityofevanston.org](http://www.cityofevanston.org). At the top of the page in the “Business” area, place the cursor on this and a drop down menu comes up. On the bottom right is “permits & licenses”; Click on this and then look under “B” click on “Bonfire Permit Application-Lakefront;” read information and then click on “View the Rules and Apply for Permit.”
6. Read the rules and agree to abide by them.
7. Type in the information and click “submit” on bottom of page to send to the Fire Department.
8. When the Fire Department has sent back the permit via email, print out a copy.
9. On the day of the campfire, you must have a copy of your permit with you at the campfire. The permit holder must be at the fire circle during the entire campfire.
10. **Please be aware, bathrooms are not always available at this site.**
11. You must provide your own wood. You must have a bucket of water or a fire extinguisher near the fire. There is a water source on the Harley Clark building in the back---to fill the bucket.
12. The bonfire is permitted ONLY in the designated fire circle. The fire must not be left unattended at any time during the rental. No fires on the beach or in the dunes.
13. The campfire area must be left in good condition and in its original configuration. Everything you bring in must be taken out. Litter is a threat to the wildlife in the area.
14. The Fire Circle is in a park and parks close at 11:00pm. You should begin to put out your fire at 10:30pm so all participants are out of the park at 11:00pm promptly.
15. Thank you for participating in this program. Have a fun and safe campfire.