

## Fire Safety Rules and Regulations

The NFPA 101 Life Safety Code and the International Fire and Building Code are the established standards for review of occupancies and events at the Salt Palace Convention Center. The information contained in this outline is a summary of relevant provisions contained in these Codes, as well as standard operation procedures established in cooperation with the City Fire Marshall.

1. All curtains, drapes and decoration must be constructed of flameproof material, or be treated with an approved flame proofing solution. Treatment shall be renewed as often as may be necessary to maintain the flameproofing effect.
2. No combustible materials, merchandise or signs shall be attached to, hung from or draped over side and rear divider draperies of booths, or attached to table skirting facing aisles, unless flame proofed.
3. All exits, hallways and aisles are to be kept clear and unobstructed at all times.
4. Storage of any kind behind the drapes or display walls or inside display areas is prohibited. All cartons, crates, containers and packing materials that are necessary for re-packing shall be removed from the show floor. Consideration will be given for the storage of crates outside of the facility. Contact the Event Management Department for available areas.
5. No exit door shall be locked, bolted or otherwise fastened or obstructed at any time the facility is open to the public. Moreover, it shall be unlawful to obstruct, or reduce passageway or other means of egress. Additionally, all required exits shall be so located as to be discernible and accessible with unobstructed access thereto.
6. All sawdust and shavings shall be thoroughly treated with an approved flame-retardant product, stored and maintained in a manner approved by the Fire Marshal. Hay and straw are not allowed in the facility.
7. Automobiles, trucks, tractors, machinery and other motor vehicles utilizing flammable fuels, which are placed on display inside the facility shall have no more than  $\frac{1}{4}$  tank or five gallons of fuel in the tank, whichever is less. All fuel tanks shall be locked or effectively sealed, and at least one battery cable disconnected from the ignition system. Ignition keys for vehicles on display shall be kept by a responsible person at the display location for removal of such vehicle from the building in the event of an emergency.
8. The use of liquefied petroleum gases (LPG) and/or propane and compressed natural gas (CNG) inside the building, tents or other areas is strictly prohibited, except for demonstration purposed when approved by the Fire Marshal. Maximum LPG allowed for exhibition purposes is a 16-oz. non-refillable cylinder.
9. All trash and refuse shall be removed daily from the facility.
10. All electrical wiring shall be installed in a manner approved by Facility Management.
11. All standpipes shall be kept clear and unobstructed at all times.
12. All appliances fired by natural gas shall be approved by the Facility Engineering Manager and Fire Marshal, and be installed in accordance with NFPA 54 National Fuel Gas Code before being used.
13. The Fire Marshal must approve the use of welding and cutting equipment for demonstration purposes.
14. The Facility Management and City Fire Marshal shall check egress of the facility before it is occupied for any use. If such inspection reveals that any element of the required means of egress is obstructed, inaccessible, locked, fastened or otherwise unsuited for immediate use, admittance to the building shall not be permitted until the necessary corrective action has been completed.
  - Schedule for pre-show pyrotechnic test to be conducted in the presence of a City Fire Inspector.
  - Pyrotechnic contractor shall provide a certificate of insurance to Salt Palace management naming SMG and Salt Lake County as additional insured's.
  - In addition to the above requirements, the contractor must be licensed by the State of Utah.
15. There shall be no obstruction blocking exit doors from the outside of the facility, such as vehicles parked in front of the doorways or barricades across sidewalks, etc.
16. No curtains, drapes or decorations shall be hung in such a manner as to over any exit signs.
17. No vehicles shall be parked in fire lanes outside the facility.
18. No flammable liquid or material shall be used or admitted inside of the facility except by approval of Facility Management and Fire Marshal. Prohibited materials include, but are not limited to, kerosene, motor fuel, explosives, cryogenic gases, etc.
19. Artificial lighting, such as lanterns and candles, etc., requires approval of the Facility Management and Fire Marshal.
20. The use of all gas-fired heating units, either portable or stationary, needs to be approved by Facility Management and Fire Marshal.

21. All cooking appliances shall be equipped with ventilating hoods and equipment as deemed necessary by the Fire Marshal, and installed in accordance with the provisions of the City Building and Fire Codes. Tabletop or portable deep fat fryers that do not exceed oil capacity of 32 pounds may be used without the necessary ventilating hood and fire suppression protection, providing there is (K) class extinguishers positioned on each side of said fryer. All cooking appliances shall be listed by a NATIONAL TESTING AGENCY, i.e., Underwriters Laboratory or Factory Mutual.
22. Portable fryers must be placed at the rear of a booth or maintain a separation from the public by five feet to prevent splashing burns.
23. Tables where a portable fryer is used must be made of a non-combustible material or covered with a non-combustible material. This requirement includes up to 18 inches around the portable fryer. Walls, drapery or décor closer than five feet from the fryer must be protected with a non-combustible material.
24. Facility Management and the Fire Marshal should approve booth floor plans prior to Licensee selling booth space. Submit plans to the Event Management Department no later than eight (8) weeks before set-up date.
25. Double Deck and Covered Exhibit plans must be submitted to Event Management for Fire Marshal and Facility Management approval no later than 8 weeks before set-up date.
26. There shall not be any ticket booths, tables, or any other display set up in the lobby without the prior approval of Facility Management and Fire Marshal.
27. All aisles shall be maintained at a minimum of 10 (10) feet clearance unless otherwise approved in advance by Facility Management and the Fire Marshal.
28. All covered structures in excess of one hundred square feet in area shall be protected by an automatic smoke detection system approved by the Fire Marshal.
29. All floor plans submitted shall be representative of the halls, rooms, lobby and hallways and/or areas the events are held in, including location of manual pull stations, fire hose standpipe closet, exits, aisles and doors in air wall, etc.
30. Any contractor that intends to use pyrotechnics in the facility shall hold a valid federal license issued by the US Department of the Treasury, Bureau of Alcohol, Tobacco and Firearms, for the use of "low explosives." A copy of this license shall be provided to the Event Management Department at least one month prior to the event date. The use of pyrotechnics within the licensed area shall be approved by the Show management who shall remain directly responsible to the facility for all activities as describe in the License Agreement. A complete description of the pyrotechnic activity shall be prepared and submitted to the Facility 30 days in advance of the event and include the following information:
  - Permit for City Fire Department
  - Plots showing exact location, type and number of devices
  - Protective materials and equipment for activity
  - Location and number of fire extinguishers for activity
  - Schedule of activities, number of certified pyrotechnic Facility Management and their locations
31. Should there be any questions regarding plans and/or code requirements, contact Facility Management at 385-468-2222.

November 5, 2015