

**BOOTH  
NUMBER**

# **OSHKOSH FIRE DEPARTMENT**

**2010**

## **Outside Tent or Canopy Vendor Requirements**

**The tents must be fire retardant. (N.F.P.A. 701)**

**Flame resistance label on the tent fabric or manufacture's certification**

### **Tent location.**

**Tent shall not be located within 20 feet of buildings, other tents, parked cars, or internal combustion engines.**

**There shall be No Smoking inside the tent and signs posted.**

### **Vehicles or trailers on display**

**Vehicles must contain less than 5 gallons of fuel**

**The fuel fill cap must be taped over**

**The battery must be disconnected**

### **Accessories with fuel tanks inside the tent (generators, blowers, chain saws, engines, etc.)**

**Equipment can not be running or operable**

**Batteries for equipment must be disconnected**

**Little or no fuel in the fuel tank**

**The fuel tank must be taped over**

### **Fire extinguishers:**

**A minimum of a 2-½ pound Dry Chemical (2A) fire extinguisher is required.**

**Maximum travel distance to a fire extinguisher shall be 75 feet.**

**Fire extinguisher shall be mounted or secured to prevent accidental discharge.**

**Fire extinguisher shall be in close proximity for welding and any other spark producing demonstrations or exhibits.**

### **Exits shall be spaced at approximately equal intervals and swing out.**

**Exit distance shall not exceed 100 feet.**

#### **Number of exits and size**

**2 exits at least 72 inches wide for occupancy load of 10 to 199 persons.**

**3 exits at least 72 inches wide for occupancy load of 200 to 499 persons.**

**4 exits at least 96 inches wide for occupancy load of 500 to 999 persons.**

### **Means of egress**

**Aisle shall be at least 44 inches, be clearly marked, and maintained free and clear at all times to the public way**

**Guide wires, ropes, or supports shall not be obstructing the means of egress.**

### **Exit signs shall be installed over required exits**

**Lighted exit signs and Emergency lighting are required if the tent is occupied at night.**

**No open flame or open flame devices are to be used unless approved by the Oshkosh Fire Department.**

**No hay, straw, shavings or similar combustible materials shall be located within any assembly occupancy type tent. Sawdust or wood chips inside tents shall be kept damp.**

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## Outside Tent or Canopy Vendor Requirements

Fireworks shall not be used inside a tent.

### Heating

Gas, liquid and solid fuel-burning equipment shall be designed to vent to the outside air. Such vents shall be equipped with approved spark arresters when required. All portions of the tent or canopies shall be not less than 12 inches from the flue or vent.

Heating equipment shall comply with the ICC *Electrical Code*.

Portable LP-gas containers less than 500 gallons shall have a minimum separation of at least 10 feet.

Flammable-liquid-fueled equipment shall not be used in tents or canopies.

Flammable and combustible liquids shall be stored outside in an approved manner not less than 50 feet from tents or canopies.

Refueling shall be performed in an approved location not less than 20 feet from the tent.

Operating generators shall be separated from tents and canopies by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means.

### Accepted Certifications

1. **NFPA 701 Manufactures Tag**
2. **California Seal**

3. **Fire Protection Certification**

The undersigned certifies that \_\_\_\_\_  
(COMPANY NAME)

\_\_\_\_\_  
(COMPANY ADDRESS)

has made its exhibit and display materials fire-retardant by treating them with

\_\_\_\_\_ on \_\_\_\_\_  
(NAME OF FIRE-RETARDANT TREATMENT) (DATE OF TREATMENT)

\_\_\_\_\_  
(SIGNATURE OF COMPANY REPRESENTATIVE)

\_\_\_\_\_  
(NAME OF COMPANY REPRESENTATIVE – PRINTED OR TYPEWRITTEN)

**PLEASE RETURN TO SHOW OFFICE WHEN COMPLETED**

### NOTE:

This not a complete listing of the fire regulations, only an example of commonly violated regulations. The Fire Chief may modify the above regulations. The Fire Chief has the ultimate authority over regulations by Local & State Law.

<http://www.ci.oshkosh.wi.us/Fire/prevention.htm> E-mail [sschrottky@ci.oshkosh.wi.us](mailto:sschrottky@ci.oshkosh.wi.us)

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## Inside Building Vendor Violations

Do not block fire extinguishers, exit ways, or exit doors; do not cover exit signs.

Booths and tables curtains, table drapes or decorations must be fire retardant.  
(N.F.P.A. 701)

No plastic table drapes

Table draping must treated by the manufacturer or exhibitor.

Fire protection certificate must be submitted.

Natural vegetation is only allowed as decorations if treated with fire retardant.

Spark producing devices are allowed subject to the approval of the Fire Chief.  
(A 2-1/2 pound Dry Chemical (2A) fire extinguisher is required.)

No open flame or open flame devices are allowed.

No welding, soldering, or brazing is allowed.

Vehicles or trailers on display

Vehicles must contain less than 5 gallons of fuel

The fuel fill cap must be taped over

The battery must be disconnected

Fueled accessories (generators, blowers, chain saws, etc.)

Must not be running or operable

Batteries disconnected if applicable

Little or no fuel in the fuel tank

The fuel tank must be taped over

The Fire Chief must approve display or use of flammable and or combustible liquid.

**PLEASE RETURN TO SHOW OFFICE WHEN COMPLETED**

### Fire Protection Certification

The undersigned certifies that \_\_\_\_\_  
(COMPANY NAME)

\_\_\_\_\_  
(COMPANY ADDRESS)

has made its exhibit and display materials fire-retardant by treating them with

\_\_\_\_\_ on \_\_\_\_\_  
(NAME OF FIRE-RETARDANT TREATMENT) (DATE OF TREATMENT)

\_\_\_\_\_  
(SIGNATURE OF COMPANY REPRESENTATIVE)

\_\_\_\_\_  
(NAME OF COMPANY REPRESENTATIVE – PRINTED OR TYPEWRITTEN)