

FIRE DEPARTMENT REGULATIONS

A. Inherently Fire Retardant or Flame Retardant Treatment

1. All decorations, drapes, signs, banners, plastic displays, hay, straw, moss, split bamboo and other similar materials **MUST BE FLAME RETARDANT** to the satisfaction of the Fire Department and the State Fire Marshal.
2. Table coverings must be flame retardant treated unless they lay flat, with an overhang no greater than 6".
3. Oilcloth, tar paper, sisal paper, nylon, orlon and certain other plastic materials cannot be made flame retardant and their use is prohibited.
4. A Certificate of Flame Resistance shall be available for review by the Fire Marshal or on file with the Fire Marshal for all decorative materials.

B. Vehicles/Internal Combustion Engines on Display

1. Any autos, trucks, motorcycles or other motorized vehicles displayed shall have their batteries disconnected and terminals taped.
2. All motor vehicle tanks containing fuel or which have ever contained fuel, shall be furnished with locking-type gas caps or sealed with tape. The level of gas in tanks cannot exceed five gallons or one-quarter tank, whichever is less.
3. Garden tractors, chain saws, power plants and other gasoline-powered equipment shall be safeguarded in a similar manner.
4. All autos, trucks and vehicles of any kind must show the location on the Fire Department-approved floor plan 14 days prior to the show date.

C. Combustibles

1. Literature on display shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact manner.
2. No cardboard boxes or any combustible materials may be stored on top of or near any electrical wiring in the spaces behind the backwall drapery (booth) or behind any display.

D. Obstructions

1. Aisles designated on approved show floor plans shall be kept clean, clear and free of obstructions. Booth constructions shall be substantial and fixed into position in specified areas for the duration of the show. Chairs, easels, signs and demonstration areas shall not be placed beyond booth areas into aisles.
2. All aisles must be maintained at a minimum of 10 feet in width or unless otherwise approved on floor plan.
3. All fire prevention and fire fighting equipment in all public assembly areas shall have easy and unobstructed accessibility.

E. Electrical Extension Cords and Multi-Plug Adapters

1. Extension cords shall service one appliance only and shall be a three-wire approved type (with ground). The extension cord cannot exceed the capacity of the existing circuit breaker and cannot exceed fifteen amps.
2. Multi-plug adapters must be UL approved and have current (electricity) breaker overload safety device. Cube adapters and other devices which increase outlets are not acceptable unless equipped with an internal circuit breaker.
3. All spliced wires are illegal.

F. Compressed Cylinders

1. Compressed cylinders must be attached to a stand if used upright or laid flat on floor.
2. Compressed flammable gases are prohibited inside a building. This includes acetylene, hydrogen, propane, butane and L.P.G.

G. Cooking and Warming Devices

Cooking and warming devices shall be electric. Sterno may be used for warming trays. Cooking devices shall be approved by a recognized testing laboratory; e.g., U.L., F.M.

1. Cooking, warming devices, and/or heated products shall be isolated from the public by either placing the device a minimum of four feet back from the front of the booth or provide a plexiglass shield 18 inches high, 1/4 inch thick across the front, and down both sides of the demonstration area.

H. Heat producing Equipment

1. Welding, soldering, or any open flame devices are prohibited.
2. Refer to SEC. F-2 above

I. Multi-Level Booths

Exhibitor must submit an Architectural Design to Fire Marshal a minimum of 45 days prior to event.

Should there be any questions regarding the above listed minimum Fire Department Regulations or any other items that need clarification, please do not hesitate to give the Fire Department a call or address a letter to:

San Diego Convention Center
Attention: Fire Marshal
111 West Harbor Drive
San Diego, CA 92101
(619) 525-5495



THE CITY OF SAN DIEGO

MULTI-LEVEL BOOTHS

The purpose of these guidelines is to inform and familiarize event promoters, sponsors, vendors and contractors with special events information and fire safety regulations regarding “Multi-Level Booths” not exceeding two stories in height, inside exhibit halls.

- A stamped drawing from US licensed structural engineer must be submitted at least 90 days in advance in order to allow time for revision and possible changes.
- Elevation and plot view drawings required. Must show, upper and lower level dimensions.
- Stair drawings must meet California Building Code regulations.
- All stairways must be a minimum of 3 feet in width and be equipped with a handrail on at least one side. Stair drawings must show width of stairs, rise and run.
- Any deck designed to hold more than 9 people shall require a second exit stair.
- All booths must have one stair exit directly to the outside of the booth. Stairs cannot exit into an enclosed room.
- Bottom of stairs must open directly to an aisle. Bottom of stairs cannot have a door which opens inward or into an aisle.
- Spiral stairways shall not be allowed.
- No ceilings allowed on the upper most level.
- Materials used for decorations must have documentation for flame resistance.
- All furniture must have a tag attached for documentation/verification of California Bureau of Home Furnishings Technical Bulletin #117 and 133 for fire resistance.
- One 2A 10B: C fire extinguisher shall be located on the upper level and lower level and shall be readily visible, accessible and ready for use.
- All areas under multi-level booths shall be equipped with a battery operated smoke detector attached to the ceiling or understructure.
- Provide a brief description of activities being conducted on upper and lower levels.
- Booths exceeding 400 square feet may require fire sprinkler protection.



Fire Prevention Bureau

Fire-Rescue Department • 1010 Second Avenue, Suite 300 • San Diego, CA 92101
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