



## Mesa Fire Regulation

These regulations have been prepared to assist you in successfully setting up your show so it conforms to requirements of the Mesa Fire Department and the Centennial Center.

### EXHIBITOR'S GENERAL REQUIREMENTS:

- A. The trade show and / or exhibition shall be set up as indicated on the approved plan.
- B. Aisles widths established for the event are shown on the approved event plan and shall be adhered to. All exiting paths necessary for the type of event and number of participants are illustrated on the plan. Exhibitors moving stock, merchandise, easels, etc. into the aisles after passing the fire inspection are at risk of losing their spot in the event / exhibit.
- C. Flame Retardant Treatment - All decorations including but not limited to drapes, signs, banners, acoustical materials, cotton, hay, paper, straw, miss, split bamboo, wood chips and foam core shall be rendered flame retardant to the satisfaction of the Fire Inspector. Carpet displayed in the vertical position shall also be flame retardant. The flame retardant document for the decorative material shall be available for review at the exhibitor booth.

Note: oilcloth, tarpaper, nylon, plastic cloths, and certain other plastic materials cannot be made flame retardant; and therefore their use is prohibited.

1. A document from the manufacturer describing the material and its flame spread or class rating of the material is the preferred document.
  2. The exhibitor may complete a Fire Department form stating what treatment the material has received and what flame spread rating had been achieved. This form is available from the Mesa Centennial Center or Fire Inspector.
  3. Verification of a satisfactory flame retardant treatment may include a field flame retardant treatment may include a field flame test under the direction of the Fire Inspector. Material specimens shall be dry and be a minimum of 1 1/2 inches wide and 4 inches long.
- A. Exit signs shall be visible from any location in the room. If not, temporary signs shall be posted.
  - B. Exit signs and aisles shall be clear of all obstructions at all times. This includes easels, charts, trailer tongues, etc.
  - C. A three (3) foot clearance shall be provided around fire hose cabinets, portable fire extinguishers, and alarm boxes. Clear access shall be maintained to these devices.
  - D. Compressed flammable gases are prohibited inside a building. Exception: one-pound cylinders for jewelry manufacturing are acceptable.
  - E. Compressed gas cylinders shall adequately secured to prevent falling or being knocked over. (example: Helium tanks).
  - F. Combustible materials shall be limited to a one (1) day supply and shall be maintained in an orderly fashion inside the booth.

Prohibited materials: Compressed flammable gases, flammable or combustible liquids, hazardous material or chemicals, Class II or greater lasers, blasting agents, and explosive are prohibited within exposition or assembly facilities in the City of Mesa.

Exception: The limited use of any of the above under special circumstances, when approved by the Fire Marshal or his / her authorized representation. Stipulations shall be written for each trade show and / or exhibition.

- A. Single station smoke detectors shall be provided in all enclosed exhibits exceeding 120 square feet with roofs.
- B. Parking / unloading – At Mesa Centennial Hall, no vehicle parking shall be permitted at the south side of the main hall during any show or event, except as part of a scheduled display. Loading doors shall be closed before the opening of the trade show and / or exhibition and remain closed while the show is open to the public.

### SPECIAL REQUIREMENTS:

- A. Vehicles may only be allowed for display purposed in covered malls and special use areas. Displayed vehicles shall conform to the following requirements.
  - All fuel tanks shall be essentially emptied.
  - All fuel tank openings shall be satisfactorily sealed to prevent escape of vapors.
  - All battery cables shall be disconnected from the battery terminals and remain disconnected while the vehicle is inside the building. Loose cable ends shall be taped to cover all the exposed metal.

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- Fueling or de-fueling is prohibited inside the building.
- The number of vehicles being operated inside the building during set-up and teardown shall be limited to two (2) vehicles so as to limit the buildup of toxic gas inside the structure.

### B. Open Flame devices ARE PROHIBITED.

Exception: a small number of candles may be used when approved by the Fire Marshal or his/ her authorized representative. Candles shall be securely supported on substantial noncombustible bases, so located as to avoid danger of ignition of combustible materials and the candles flame shall be protected by a chimney made of noncombustible material.

C. Cooking and / or warming devices that produce grease-laden vapors shall be electric. Single-well warming equipment using combustible oils or solids may be used for warming trays. Cooking devices shall be approved by a recognized testing laboratory such as UL or FM.

1. Cooking devices shall be approved by a recognized testing laboratory such as UL or FM. Cooking, warming devices and /or heated product shall be isolated from the public by either placing the device a minimum of four feet back from the front of the booth, providing a Plexiglas shield between the cooking and/ or warming device and the public.

2. Individual cooking and / or warming device shall not exceed 288 square inches of surface area (12" X 24").

3. Non-combustible lids shall be available for immediate use for each cooking or warming device.

4. Non-commercial deep-frying equipment shall not exceed a two (2) quart capacity. Exception: Approved self-contained deep-frying equipment incorporating grease extraction and an automatic extinguishing system.

5. The table surface holding the cooking and / or warming devices shall be of noncombustible material.

6. A minimum of two (2) feet shall be kept between cooking devices.

7. Combustible materials shall be kept a minimum of two (2) feet away from any cooking and / or warming devices.

8. A minimum of 40:BC or "K" type fire extinguisher shall be provided within any booth utilizing cooking and / or warming devices.

9. TEMPORARY ELECTRICAL INSTALATIONS (City of Mesa Utilities Order Form)

10. All appliances, cords and devices must be manufactured as a unit at the factory and be UL or FM Listed.

An appliance or fixture is a device or machine that is operated by electricity to perform a specific task or function. A table lamp is one type of appliance.

All electrical appliances and / or cords shall be inspected by a Mesa Centennial Center electrician or Event Coordinator prior to use.

Extension cords - are permitted only with portable appliances or fixtures while in immediate use, in accordance with the following:

A. Each extension cord shall be plugged directly into an approved receptacle and shall, except for approved multi-plug extension cords, serve only one appliance or fixture. No "piggy-backing" cords.

B. The current capacity of the cord shall not be less than the rated capacity of the appliance or fixture.

C. The extension cord is maintained in good condition without splices, deterioration or damage.

D. The extension cord is the grounded type when servicing grounded appliances or fixtures.

E. Electrical cords shall not be run under carpet or rugs. Exception: Feed cords provided by the Center with no fittings under rugs.

F. Cords across aisles shall be protected by a threshold or run above floor at a minimum of 6'8" (doorway height) and supported with approved electrical strain relief devices.

The use of multi-plug adapters and multi-plug extension cords are prohibited, except for UL or FM listed and approved multiple outlet devices with a built in breaker or fuse.

If you have any question pertaining to these regulations please contact Felix Imadiyi @ 480.644.2668