

EXPOSITIONS AND EVENTS
(2015 MSFC)

General Requirements

1. Means of egress (exits) shall be maintained at all times.
2. Every booth shall be provided with fire extinguishers rated for the appropriate types of fire that could be expected. Each extinguisher shall have an annual inspection tag attached indicating that an inspection has been completed within the previous 12-month period, or the vendor must have the original receipt dated within the previous 12-month period. Vendors without proper fire extinguishers will not be allowed to operate until the proper fire extinguishers are in place.
 - a. In merchandise booths, the extinguisher shall have a minimum rating of 1A:10BC or be a minimum of two and one-half pounds (2-1/2#) in size.
 - b. In booths where heat producing appliances are located the extinguisher shall have a minimum rating of 2A:10BC or be a minimum five pounds (5#) in size.
3. Storage shall be orderly and shall not obstruct access to any means of egress (exit).
4. Temporary electrical wiring used in vendor booth shall comply with applicable codes and standards.
 - a. Multi-Plug Adapters. Multi-plug adapters, such as cube taps, unfused plug strips or any other devices not complying with the *National Electrical Code (NFPA 70)* shall be prohibited.
 - b. Power Tap (Strips) Design. Relocatable power taps (power strips) shall be of the polarized or grounded type, equipped with over-current protection and shall be listed in accordance with UL 1363. Power Taps with cords up to 25-feet in length are allowed.
 - c. Extension Cords. Extension cords shall be listed for their use. Only outdoor rated cords shall be used in outdoor or damp areas. The ampacity of extension cords shall not be less than the rated capacity of the portable appliance(s) supplied by the cord. Lightweight household extension cords are not allowed. Extension cords up to 50-feet in length shall be a minimum of 14-gauge wire and extension cords over 50-feet in length shall be a minimum of 12-gauge wire. Extension cords may have a molded outlet with up to 3 plugs.
 - d. Maintenance. Extension cords shall be maintained in good condition without splices, deterioration or damage.
 - e. Grounding. Extension cords shall be grounded when serving grounded portable appliances.



DO NOT REMOVE FOR CITY, STATE AND FIRE INSURANCE INSPECTION
FULL WT. _____ D.O.T. CERT.# _____

Vendor Name
Vendor Address, City and Telephone _____

LICENSE No. _____

SERVICED BY _____

ABC (DRY CHEM.)	LOADED STREAM
BC (DRY CHEM.)	PURPLE K. P.W.
CARBON DIOXIDE	HALON 1211
CLASS D	HALON 1301
FE-13	INFROG
FE-36	CLASS K
FE-3R	FACE
SYSTEM	ALARM
FIRE HOSE	WATER
SPRINKLER	BACKFLOW
HALON 1301	WET CHEM.
WATER MIST	CLEAN AGENT

2018

VENDOR FROM		NO. PUNCHED SYSTEMS & BOS.	
SERVICED	NEW	RECHARGED	BOS.
01	02	03	04
05	06	07	08
09	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24
25	26	27	28
29	30	31	32

These items are not allowed



This item is allowed but the use is limited

Must be plugged into an outlet with any appliance or fixture plugged directly into this device



These items are allowed

Must be plugged into an outlet with any appliance or fixture plugged directly into the power strip or extension cord. Power strips and extension cords shall not be plugged into another power strip or extension cord.



5. Minimum aisle widths as required by the Minnesota State Fire Code shall be maintained at all times. No booths/displays will be allowed to extend into the minimum required aisle width.
6. Minimum aisle clear height shall be 8 feet. No booths/displays will be allowed to extend into the minimum required aisle clear height.
7. Indoor display of vehicles and other fuel powered equipment shall be in accordance with Minnesota State Fire Code.
8. Heat producing items or open flames including incense burners, candles, liquid fuels or other devices will **not** be allowed in tents without a permit. Additional restrictions will apply.

9. Cooking and heating equipment may be allowed with the issuance of a permit.
10. Permits are required for heat producing items or open flames within permanent structures. Applications for permits shall be received by the Shakopee Fire Department at least 5 working days prior to the start of the event. Contact 952-233-9570 for permit information.
11. Open flames within permanent structures shall be secured within an enclosed assembly. Such assembly shall protect the source of the flame from being tampered with. The assembly shall be provided with 4 sides and shall protect to a minimum height of five (5) feet above the floor or a minimum of six (6) inches above flame height, whichever is higher. The assembly shall be secured or provided with a base to prevent tipping.
- Exception: In booths not accessible to the public an assembly with a minimum height of twelve (12) inches shall be provided. This assembly shall have a minimum of three (3) sides.

