



July 12, 2022

## Special Event Vendors

The Office of the Alaska State Fire Marshal strives to provide a safe environment for the public to enjoy the experience of all special events, including but not limited to, the Alaska State Fair, Tanana Valley State Fair, and others. The following requirements shall be met by all vendors prior to business with the public.

*If the event takes place in a deferred jurisdiction area as granted by the Office of the Alaska State Fire Marshal, the Authority Having Jurisdiction (AHJ) shall enforce these minimum requirements.*

## **FIRE / FIRE EXTINGUISHERS**

Smoking shall not be permitted in or around booths; except in those designated areas set forth by event management.

Each booth is required to have at a minimum of one (1) **2:A-10:BC** rated fire extinguisher. The State Fire Marshal may require additional fire extinguishers depending on the size and activity associated with the booth, tent, or exhibit.

All fire extinguishers shall be tagged for annual service within the last 12 months by an approved fire extinguisher permit holder and not expire during fair operations. Tags shall be attached to fire extinguishers.

Fire extinguishers shall be in a conspicuous location, not obstructed, and shall be easily accessible.

No open flames shall be permitted within 25 feet of any structure (such as torches and candles).

Trash containers 40 gallons or greater shall be constructed of metal or other non-combustible material. Trash containers shall be emptied often as needed and at the end of each day. Trash containers 40 gallons or greater shall have a lid.

## TENTS

Tents, Canopies and Membrane Structures shall be treated with an approved flame retardant and shall have a permanently affixed tag or label.



This item is made with flame resistant fabric that meets CPAI-84 Sec. 6/ULCS109, NFPA 701 fire standard specifications. **IT IS NOT FIRE PROOF**. The fabric will burn if left in continuous contact with any flame. The application of any foreign substances to this fabric may render the flame retardant properties ineffective.



The side walls, drops, awnings and tops of booths, membrane structures, canopies, and tents shall be composed of flame-resistant material or shall be treated with an approved flame retardant. The use of non-treated polyethylene tarps and "Blue Tarps" during the hours of the public use is prohibited.

An unobstructed passageway (public way) or fire break of not less than 12 feet shall be maintained free from guy ropes or other obstructions.

## COOKING VENDORS

All cooking vendors are required to attend a fire safety/fire extinguisher class if one has been offered. A two (2) year certificate will be issued to those completing the class. The class will be offered before the event opens.

All cooking vendors shall have a minimum of two (2) **3:A- 40:BC** rated fire extinguishers.

Cooking vendors using deep fat fryers are required to have at least one additional type "K" fire extinguisher. **NO EXCEPTIONS**

Cooking vendors who have more than 3 cooking appliances (grills, deep fat fryers, char broilers, etc.) shall have one (1) additional **3:A-40:BC** or type "K" fire extinguisher for every two (2) additional appliances.

## **COOKING VENDORS (continued)**

Cooking vendor that produces grease laden vapors shall have a Type-I hood, without fire suppression, installed over the cooking appliance.

Exemption: Outside cooking that utilizes an open flame cooking device (such as a grill, smoker, or other fuel-fired appliance) that is equipped with a closing cover may be used with a minimum separation distance of at least 10 feet from combustible materials. (If a vendor is unsure if their cooking produces grease laden vapors, contact the Office of the Alaska State Fire Marshal at 907-269-5637.)

Cooking vendors whose booth require a Type I hood shall have a non-combustible backing that is smooth, cleanable, and nonabsorbent installed between the hood and the wall that extends a minimum of 18 inches in all directions from the hood.

No cooking will be permitted in a tent or under readily combustible materials.

All compressed gas cylinders shall be secured to prevent tipping.

All liquefied petroleum gas (LPG) cylinders shall have current certification. 12 years from date of manufacture, every five years additional. (example: LPG cylinder manufactured in 2000. In 2012 the cylinder was required to be recertified. In 2017 the cylinder is required to be recertified.)

## **ELECTRICAL**

All electrical equipment, appliances, power strips, and extension cords shall be labeled by a nationally recognized testing laboratory (i.e., UL, FM or NTRL).

Extension cords and flexible cords shall not be a substitute for permanent wiring. Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings, or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances.

Extension cords and re-locatable power taps shall be rated for heavy-duty use, a minimum 14 gauge, polarized, grounded type, 3-prong plug.

Re-locatable power taps shall not be plugged into another re-locatable power tap. All re-locatable power taps must have an internal circuit breaker.

Extension cords for refrigerators, freezers, or microwave ovens are to be a minimum 12 gauge, polarized, grounded type, with a 3-prong plug that is in-tended for heavy duty use. These items shall be plugged directly into the nearest permanent outlet.

## **HEATERS**

Only listed and labeled portable, electric space heaters shall be used.

Portable, electric space heaters shall not be operated within 3 feet of any combustible materials. Portable, electric space heaters shall be operated only in locations for which they are listed.

Portable, electric space heaters shall be plugged directly into an approved receptacle.

Portable, electric space heaters shall not be plugged into extension cords.

The Alaska State Fire Marshal and/or their designee is authorized, at any time, to stop the use of any unsafe cooking or booth immediately. Failure to comply with the minimum requirements listed above shall result in the vendor booth being closed by the Office of the Alaska State Fire Marshal until they have complied.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard Boothby". The signature is fluid and cursive, with the first name "Richard" and last name "Boothby" clearly distinguishable.

**Richard Boothby**

**Department of Public Safety / Division of Fire and Life Safety**

**Division Director/ State Fire Marshal**

**(907)269-5491**