

FIRE REGULATIONS AT DALLAS CONVENTION CENTER

Exhibit Halls

- No storage of any kind is allowed behind booths or near electrical service.
- All exit doors, exit signs, fire hose cabinets, fire extinguishers, standpipes and any other life safety equipment must be visible and accessible at all times.
- All materials used in exhibit construction, decoration or as a temporary cover must be certified as flame retardant or a sample must be available for testing. Materials which cannot be treated to meet the requirements may not be used.
- Use of halogen and quartz lamps must be reviewed with the DCC Electrical Services Manager 60 days prior to the event.

Vehicles on Display

- No more than 5 gallons or ¼ of a tank of gasoline or diesel fuel is allowed, whichever is less.
- Fuel tank openings shall be locked or sealed to prevent escape of vapors.
- Batteries must be disconnected. Auxiliary batteries not connected to the engine starting system may be left connected.
- The event security provider must keep keys for the vehicle(s).
- External chargers or batteries are recommended for demonstration purposes.
- Battery charging is only permitted outside the building.
- Combustible materials must not be stored beneath display vehicles.
- Vehicles in the building for loading or unloading must be attended at all times. Arrangements must be made at least 60 days prior to the event with the Event Coordinator. Vehicles staying in the building during the show must be approved by the Event Coordinator and inspected by the Dallas Fire & Rescue (DFR). DFR must be onsite to inspect vehicles before they are allowed in the building. This must be arranged by the client.
- A jet ski that has held fuel prior to display at DCC must adhere to these regulations. A jet ski coming directly from the factory and which has never held fuel is not subject to these regulations.

Demonstration of Fuel-Burning Appliances

- Exhibitors who plan to demonstrate fuel-burning appliances in the DCC must make arrangements with the Event Coordinator 60 days prior to their event.

Heated and Cooking Oil or Grease Operations

- Exhibitors using heated oil or grease for cooking or any other purpose must have a type "K" fire extinguisher present during the demonstration. An example of this type extinguisher is a potassium bicarbonate extinguisher. Also acceptable is a sodium bicarbonate extinguisher. Disposal shall follow Storm Water and EPA guidelines.
- Fire code prohibits the use of any "A" type extinguisher for the purpose of extinguishing a heated cooking oil or grease fire.

Cooking Demonstrations

- Commercial cooking appliances shall be installed in accordance with the Mechanical and Plumbing Codes, and be equipped with ventilation hoods and approved automatic extinguishing systems. All other cooking equipment shall have separation from combustible materials or non-combustible shielding as approved by the Fire Marshal.
- All booths having cooking demonstrations that use liquid propane gas equipment must have a 2A-10BC fire extinguisher and have Fire Marshal approval.
- Liquefied petroleum gas (LPG) shall not be used inside buildings, tents or in other areas, except for demonstration by special permit issued by the Fire Marshal.
- All appliances and equipment fired by natural gas shall be approved by the Plumbing Inspector and/or Fire Marshal before being used.
- Combustible waste shall be collected as it accumulates and must be stored in non-combustible, covered containers which are emptied as necessary, but at a minimum at the close of each day.
- Each exhibitor shall provide an approved non-combustible container with approved cover for daily accumulation of waste material.

Locking Devices

- Exit doors shall be operable from the inside without the use of a key or any special knowledge or effort. Exit doors shall not be locked, chained, bolted, barred, latched or otherwise rendered unusable. All locking devices shall be of an approved type and used only if the leased space is vacant.

Other

- Except for equipment that uses liquefied petroleum gas (LPG) or natural gas as fuel, compressed gas cylinders, including LPG, and all flammable or combustible liquids are prohibited inside the building. Any other exceptions require a permit from the DFR. Overnight storage of LPG, natural gas as fuel, or compressed gas cylinders is prohibited in the building and must be stored outside next to the outer walls.
- Areas enclosed by solid walls and ceilings must be provided with approved smoke detectors, which are audible outside the area of the booth. Floor plans must be submitted to the Fire Marshal for approval. A fire watch may be required as determined by the DFR.
- Hay and straw used for decoration shall be flame retardant or covered with flame retardant tarpaulin; otherwise it must be stored and maintained in a manner approved by the Fire Marshal.
- Artificial lighting such as candles, lanterns or tea lights is strictly prohibited.
- Sawdust and shavings shall be maintained flameproof at all times.
- Open flames and burning or smoke-emitting materials, may be used as part of an act, display or show only under permit from and with prior approval of the Fire Marshal.
- Combustible shipping containers shall be stored in an area and in a manner approved by the DFR.
- Limited crate storage is allowed in the exhibit hall if there is at least 10 feet of space between the trade show floor and all outer walls. There should also be appropriate cross aisles to allow access to fire exits.

- Crates must be stored in certain areas of the dockyard not restricted by striping.

SAFETY

Aerosol Cans

- Aerosol cans used for display purposes MUST BE empty cans.
- Containers of flammable liquids are prohibited from display or use within the facility.
- Spray painting is not permitted within the DCC.

Hazardous Material

- All hazardous materials brought into the facility must be labeled and accompanied by the applicable Materials Safety Data Sheet (MSDS), which must be produced upon request.
- DCC sewer lines or drains may not be used to dispose of hazardous waste. The Lessee is responsible for the handling and removal of hazardous materials used in the operation of the show in accordance with Environmental Protection Agency regulations in effect at the time of the event. Arrangements for disposal must be made prior to the event and must be provided in writing to the Event Coordinator.
- Any materials left on the premises after move out will be disposed of at the expense of the Lessee. Examples of hazardous material would include but not be limited to gasoline type products, cooking grease, any type of paint or adhesive.
- Any explosive materials and chemicals in or on the DCC property will be disposed of by the proper authorities. The authorities will investigate and the responsible parties will be cited.

Pyrotechnics and Special Effects

- Pyrotechnics presented by exhibiting companies within the general exhibit space is strictly prohibited by the DFR and the DCC.
- Pyrotechnics for special events (show opening, ribbon cutting, etc.) presented by show management may be permitted with the approval of the DFR. Show management is responsible for providing the DFR with the written plan of operations (pyro, hazers, foggers, etc.) 60 days prior to the scheduled event date.
- Please note that use of pyrotechnics requires the scheduling of Fire Watch personnel by the DFR. Contact DFR at 214-670-4319 for the rates.
- Forward the DFR approved written plan to your Event Coordinator within 60 days of the scheduled event.
- All procedures must be in accordance with section 2505 when pertaining to general liquid-fueled and gas-fueled vehicles and equipment for display, competition and/or demonstration.(1997 Uniform Fire Code)

Two-Story Booth Guidelines

- An exhibitor planning to utilize a two-story booth shall adhere to the following guidelines:
- The exhibitor must submit two accurately-scaled floor plans and two lists of materials to be used in the construction (supplied by a licensed architect and/or structural engineer) to the DFRD by mail or fax 60 days prior to the event.

Send to: Dallas Fire & Rescue
Trade Show Inspection Division
1551 Baylor Street
Dallas, TX 75226
Phone 214-670-4319
Fax 214-670-4577

- The exhibitor shall comply in all respects with all applicable local fire and building codes and shall secure any and all local licenses or other approvals and submit them all to the Event Coordinator 60 days prior to the event.

The exhibitor shall comply with the following specifications regarding fire requirements:

- For every 100 net square feet of booth space covered by a second floor, a smoke detector and one 20 pounds ABC type fire extinguisher must be readily available in unobstructed view.
- Enclosed areas of the booth (closets, offices, storage areas, etc.) are required to be equipped with functioning smoke detectors.