

## Fire Department Requirements for Booths

**“All booth material, tarps and other coverings shall be fire-retardant or fire resistant. All roofs, walls, panels, coverings and tents shall be fire retardant or resistant. A manufacturer tag or paperwork certifying this is acceptable. Consumer applied products may also be acceptable. Please check with the Fire Department on these regulations.” [NFPA 701]**

Display cases and clear visquine, utilized for covering art work during a rain only, are exempted and do not have to be fire resistant or fire retardant. The Fire Department will be checking all food booths and artists booths for appropriate documentation. The Inspectors are now familiar with the most common tents and displays used by artists, and newer units probably meet their standards, so the documents which come with your canopy will address fire resistancy/retardancy. If you still have them, please bring them to show that your booth meets national standards. You should also know where the label is sown into your tent.

With regard to making existing materials fire resistant, products called No Flame, Flameout or Flamestop can be purchased at fabric stores and should be used on any fabrics to be used in the booth. Intumescent coatings may be applied to all other materials used in constructing walls for the booth and can be purchased at pain stores. Dry cleaners and carpet cleaning firms have the ability to add a fire retardant solution to materials. If you do your own treatments, please bring the labels from the materials used on your canopy and walls or tarps.

A notarized statement from the booth owner, stating the materials in the booth are fire resistant/retardant, will also suffice. The statement does not have to be posted, it just needs to be available upon request. If the appropriate documentation cannot be provided the Fire Dept. will request the questionable materials be removed from the area. A possible wording for the statement is as follows: "I swear and affirm that the materials I have used in my 2005 Ann Arbor Street Art Fair booth structure are fire retardant/resistant; I accept all liability, fire or otherwise, resulting from my use of said materials; and I relieve the Ann Arbor Fire Department and all other agencies of any liability, fire or otherwise, resulting from my use of said materials." The statement should be signed in front of a notary. Most banks have staff who are notaries.

Thank you for you assistance in fulfilling this requirement, and helping us to insure this event is protected from potential fire. Please call the office (994-2772) if you have any questions, or if you have difficulty in finding the specific materials.

## Chapter 6 Field Test: Match Flame Test

### 6-1 - Test Materials

- 6-1.1 Test Specimens shall be dry and shall be a minimum 1-1/2 inches wide by 4 inches long
- 6-1.2 The fire exposure shall be the flame from a common wood kitchen match (approximate length - 2-7/8 inches; approximate weight - 29 grams per hundred), which is reasonably equivalent to that of a standard small-scale test described in Section 3-3, applied for 12 seconds.

### 6-2 - Test Method

- 6-2.1 The test shall be performed in a draft-free and safe location.
- 6-2.2 The sample shall be suspended (preferably held with a spring clip, tongs, or some similar device) with the long axis vertical, with the flame applied to the center of the bottom edge, and the bottom edge 1/2 inch above the bottom of the flame.
- 6-2.3 After 12 seconds of exposure, the match is to be removed gently away from the sample.

### 6-3 - Test Requirements

- 6-3.1 During the exposure, flaming shall not spread over the complete length of the sample or in excess of 4 inches from the bottom of the sample (for larger size samples).
- 6-3.2 There shall be not more than two seconds of after-flame.
- 6-3.3 Materials which break and drip flaming particles shall be rejected if the materials continue to burn after they reach the floor.

cav FIELDTEST

### **Frequent Questions regarding Fire Marshall Booth Construction Requirements:**

Blue tarps are not permitted unless they bear a tag stating their fire retardancy. You can purchase fire retardant tarps locally.

Have ready at all times proof of your fire retardancy treatment in the form of a signed statement specifying the product you used and its date of application.

Washtenaw Non-profits does not supply plastic coverings or booth designs. You may construct booths from many materials (wood, plastic piping, steel, etc.), and still render your booth in conformity with Marshall regulations.

You may use wood to construct your booth if you paint the wood with fire retardant paint, and if you have documentation of having done so. Tables, chairs and merchandise do not apply.

If you have further questions regarding these requirements, please address them to the Ann Arbor Fire Department.