



CLAY FIRE

TENT CHECKLIST

Inspection of tent by fire department **MUST** take place before tent is occupied

- Permit required (235-9571-Area Plan)
- Detailed site and floor plan for occupant load of 50 or more (3103.6)
- Certificate from approved testing agency verifying flame resistance (3104.2)
- Permanently affixed label indicating size, type of fabric (3104.3)
- Outdoor cooking that produces grease laden vapors or sparks located at least 20 ft. from tents (3104.15.6)
- No flammable liquids or liquid fueled equipment inside tents; storage of flammable and combustible liquids at least 50 ft. away (3104.17)

Exterior

- Tent must be at least 20 feet from lot lines, vehicles, other tents. (3103.8.2)
- Tent is adequately braced, anchored. Documentation submitted. (State Fire Marshal form) (3103.9)
- No guy wires, ropes, or other support components projecting below 8 feet above the exit surface.
- Exterior Fire Breaks- 12 ft. unobstructed passageway on all sides (3103.8.6)
- Generators and other power sources must be at least 20 feet from outside of tent and enclosed by fencing or other means. (3104.19)
- No refueling within 20 ft. of the tent (3104.17.3)
- Small (under 500 gal.) LP containers at least 10 ft. from tent (3104.16.2.1)
- LP gas containers secured and protected from damage (3104.16.3)
- LP gas containers located outside (3104.16.2)
- No fireworks within 100 ft. (3104.8)

- Combustible waste removed from tent and area within 30 ft. of tent (3104.22)
- No open or exposed flame devices allowed inside of /or within 20 feet outside of tent. (3104.7)
- Combustible vegetation removed within 30 ft. of tent (3104.21)

Interior

- Occupant load determined by Chap. 10 (3104.14)
- One trained crowd manager for each 250 occupants provided (3104.20.2)
- Adequate number of exits provided (3103.12)
- Exits spaced evenly around tent (3103.12.1)
- Exit signs provided for exits serving 50 or more (3103.12.6)
- No Smoking Signs Posted (3104.6)
- No cooking or open flame in or within 20 feet if open to the public (3104.7)
- 3 ft. clearance between fabric and contents (3104.11)
- Portable fire extinguishers provided (3104.12)
- No heating or cooking equipment within 10 ft. of exits (3104.15.3)

Inspector: _____

Event Representative: _____