



FIRE SAFETY: LA AUTO SHOW 2019

The following are the Los Angeles City Fire Department's minimum requirements for shows and exhibits in the LACC. No variance or alternate method of compliance shall be permitted from these requirements unless a written request is submitted and approved in writing by the LACC Fire Marshal. All requests for Fire Permits must be submitted 21 days prior to the event.

- The show or exhibit will not be permitted to be open to the public, until all identified hazards have been alleviated.
- Special restrictions may be required to monitor and control hazardous conditions and operations not specifically covered by the above.
- Additional fire protection equipment may be required. It shall be accessible, visible, and ready for immediate use.
- LACC is a non-smoking building. Smoking is prohibited in all areas.
- The use of welding or cutting equipment for "demonstration" requires a written permit from the Fire Department.
- Welding as related to exhibit construction, fabrication, repair, etc., is not allowed anywhere inside the exhibit halls or other interior spaces. Any such work requiring welding must be done outside the facility in a location determined and approved by the Fire Marshal. Licensed Fire Sprinkler contractors are allowed to use approved torches to solder copper pipe connections of automatic fire sprinkler systems inside the halls.
- The demonstration or use of equipment using flammable liquid fuel in buildings is prohibited.
- Combustible liquids shall be used only under permit from the Fire Department. They shall be stored or dispensed from an Underwriting Laboratories (U.L.) approved safety can.
- All exits, hallways, and aisles leading from the building or tents are to be kept clear and unobstructed at all times.
- No exit door shall be locked, bolted, or otherwise fastened or blocked at any time an exhibit building is open for business.
- Any rope, chain, or similar control device that is placed across an aisle or exit path must breakaway to the satisfaction of the Fire Department.
- Rubbish, trash, and waste shall be removed from buildings at the end of each working day. Metal cans will be provided for metal cuttings, and cuttings shall be kept separate from ordinary combustibles.
- All electrical wiring shall be installed as per Los Angeles Building and Safety Department Electrical Code.
- Fire extinguishing equipment must be provided and maintained in all special areas as designated by the Fire Department.
- All sprinklers, standpipe hose cabinets, and fire alarm pull boxes shall be kept clear and unobstructed at all times.
- Cylinders of compressed gas, both combustible and non-combustible, shall be installed only by permit from the Fire Department, and shall be half-charged and firmly secured in an upright position.
- Exit signs must be clearly visible.
- Flammable liquids shall be used only outside under permit from the LACC Fire Marshal. It should be stored or dispensed from an U.L. - approved safety can with a maximum of one (1) day usage or one (1) gallon, whichever is less, per booth.
- Where combustible material cannot be removed from the area of operations, another person, competent in the use of fire extinguishing equipment, shall be assigned the duty of preventing or extinguishing any accidental fire that may occur during such operations.
- All appropriate local, state and federal guidelines shall be followed to appropriately dispose of all hazardous waste materials.

FLOOR PLANS

Exhibits containing enclosed rooms, multi-level structures, dynamic or moving elements, display materials that may affect the manner in which persons can exit from inside the booth, or exhibits that are 400 square feet or larger are required to submit two (2) sets of the following types of plans/drawings: Plan view, elevation views, perspective views (isometric), drawings detailing paths of egress from the booth, covered area plan, and structural drawings as required.

REGISTRATION & LOBBY AREAS

Booth areas/exhibits are prohibited in all public areas except those authorized by the LACC and with a Fire Department permit. Pre-function areas will be utilized for social interaction and pre-registration of attendees prior to attending or entering exhibits and meeting functions. All required exit-width through pre-function spaces will be maintained without obstruction.

Note: Foyers, lobbies, and corridors are not overflow space for the exhibit hall. The actual business of the show must stay within the exhibit hall. Any display that the attendees view but



do not interact with, are allowed in foyers and some parts of the lobbies with the approval of the LACC.

Note: Oilcloth, tar paper, sisal paper, nylon, orlon, and certain other plastic materials, cannot be made flame retardant. The use of these items is prohibited.

AISLES & EXITS

All floor plans must incorporate the following aisle and perimeter requirements. No exceptions are allowed without the expressed, written approval of the LACC Fire Marshal.

West Hall A/B and South Hall G/H/J/K (any sections thereof)

- Aisles: 10' wide
- Perimeter: 15' wide
- Cross-Aisle: 20' wide (at the center of the hall)

Note: For Halls J/K, cross aisle must run east/west only.

Petree Hall C/D / Concourse Hall E/F

- Aisles: 8' wide
- Perimeter: 10' wide
- Cross-Aisle: 10' wide (at the center of the hall)

Kentia Hall

- Aisles: 10' wide
- Perimeter: 15' wide
- Cross-Aisle: 20' wide (at the center of the hall)

Meeting Rooms

- Aisles: 4'-6" wide
- Perimeter: 4'-6' wide
- Cross-Aisle: N/A

Technology Pavilion – Exhibits Use

(Valid for 2019 AutoMobility LA & LA Auto Show)

- Aisles: 10' wide
- Perimeter: 15' wide
- Cross-Aisle: 20' wide (at the center of the hall)

Technology Pavilion – Sessions/Non-Exhibit Use

(Valid for 2019 AutoMobility LA & LA Auto Show)

- Aisles: 8' wide
- Perimeter: 10' wide
- Cross-Aisle: 10' wide (at the center of the hall)

In addition to the above the following regulations must be taken into consideration in regards to aisles and exits:

- Aisles and exit doorways, as designated on approved show plans, shall be kept clear and unobstructed. Chairs, tables, easels, signs, display items, exhibit structures, etc., shall not extend beyond the booth area into exit aisles.
- No exit door shall be locked, bolted, or otherwise fastened or obstructed at any time an exhibit building is open for business.

- There shall be no obstruction blocking exit ways from the building to a public way, such as automobiles parked in front of doorways, barricades placed across sidewalks, carts and pallets in front of doorways, or any similar obstruction.
- A clear access aisle of at least three (3) feet shall be provided to all fire protection appliances, fire alarm boxes, and sprinkler valves.
- Exit ways shall not be obstructed by drapes or any similar obstruction, unless such obstructions are on sliding rings and the color contrasts with the adjacent drapes, walls, or booths.
- Exit signs shall be clearly visible at all times. Drapes, signs, or other similar obstructions shall not cover them.

EXHIBIT BOOTHS

- Covered booths with a cover of at least 100 square feet, but NOT exceeding 750 square feet, shall be protected internally by a smoke detector that will sound a local alarm.
- Covered booths within West Hall AB, South Hall G-K, Technology Pavilion (Valid for 2019 AutoMobility LA & LA Auto Show) and Kentia Hall exceeding 750 square feet shall be protected by a LAFD approved automatic fire sprinkler system. These systems must be installed under permit from the Department of Building and Safety. All portions of the sprinkler system, including the "sprinkler riser" which supplies the water service to the booth, must be installed within the borders of the respective booth space. No portions of the sprinkler system, or any structures or barricades that protect said system are allowed in any portion of an aisle. Sprinkler systems cannot be installed in any other areas of the building. Please refer to Covered Areas and Structure under the LACC Operating Guidelines.
- Vehicles/boats on display that are FOR SALE as part of the particular type of show may not require sprinkler systems. Contact LAFD for permit and approval.
- The total amount of covered area allowed in any separate space such as an exhibit hall, meeting room, or public space is 10% (1/10) of the total usable space.
- Exhibitor booths are prohibited in corridors or lobbies.
- Booths that exceed 750 square feet of space with enclosed perimeter walls will require at least 2 separate exits. Additional exits may be required on a case-by-case basis. Capacity will be computed at 15 square feet per person.

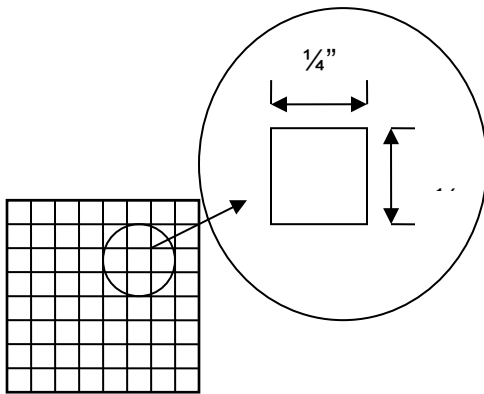


COVERED AREAS

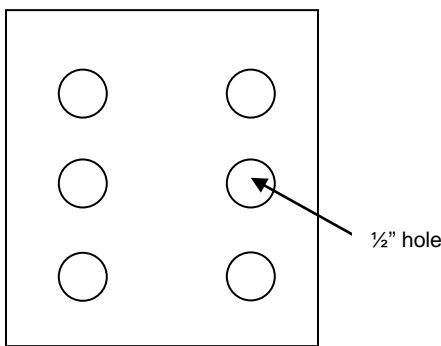
Booths and displays containing structures, canopies, lighting truss, or suspended items that are covered with fabric or solid materials exceeding an accumulated total of 750 sq. ft. may require the installation of an Automatic Fire Sprinkler System (AFSS). The following information will assist you in determining whether or not you require an AFSS, and ways to design around it.

Defining Covered. The term “covered” is defined as any item consisting of covered elements in which the material used for creating the covering has cross sectional openings of less than 1/4 inch in two dimensions, and/or a construction that results in less than 50% of the material being open.

Materials/components that are considered covered include standard scrim, sharks-tooth, smoke-out, deck structures, stairs, acoustic ceilings, etc. These common components are considered covered because the cross sectional opening of the material is less than 1/4 inch.

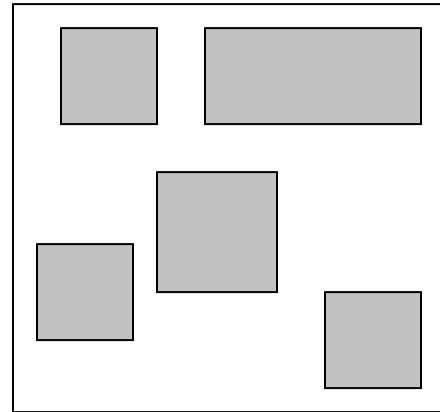


The unobstructed openings in the material must be at least 1/4 inch in two directions.

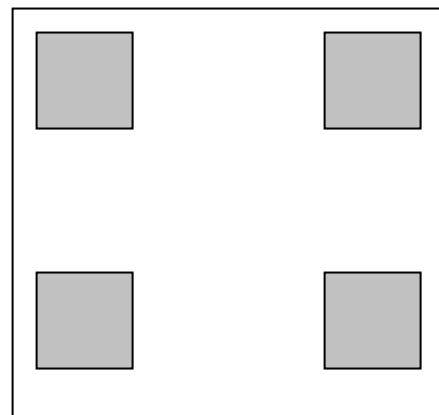


This is an example of steel plating with 1/2 inch holes. Even though the openings are greater than 1/4 inch, this material is considered “covered” due to the majority of the material being covered (less than 50% is open).

Defining Covered Areas. A “Covered Area” is defined as any area containing covered elements that are separated (horizontally) by less than 10 feet. A 50' x 50' booth space that has several covered structures throughout the booth that are all closer than 10 feet (horizontally) would be considered one (1) covered area. However, a 50' x 50' booth space that has four (4) 100 sq. ft. covered structures that are all separated by 10 feet or more would have four separate covered areas within the one booth space.



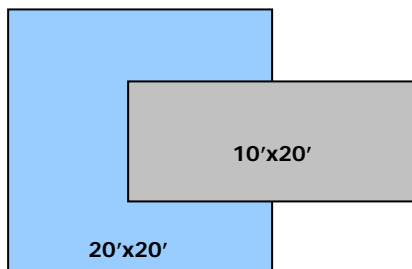
One (1) Covered Area
Covered structures with less than 10 feet of separation.



Four (4) Covered Areas
Covered structures with 10 feet or more separation.



Allowable Coverage. The maximum amount of covering allowed in any one “area” is 750 square feet (sq. ft.). Any area (as described above) that contains covered elements exceeding 750 sq. ft must be protected with an approved Automatic Fire Sprinkler System (AFSS). No other type of protection is allowed for areas exceeding 750 sq. ft. AFSS’s must be installed by a LACC approved California licensed Fire Sprinkler Contractor. In addition to the installation of an AFSS, the strategic placement of fire extinguishers and smoke detectors are required as well. Placement will be determined by the Fire Marshal after reviewing design plans. Areas that have overlapping covered elements are not considered when calculating the amount of square footage in a covered area. Calculations are based on a “plan-view perspective” only.



The amount of covered area in this example is 500 sq. ft. based upon a “Plan-View Perspective”. Although the two elements total 600 sq. ft., the overlapping portion is not considered in the covered area calculations.

Designing Guidelines. The key to avoiding an AFSS in large exhibits is to design the booth in such a manner to create multiple “covered areas” by maintaining at least 10 feet of uncovered (horizontal) separation between covered elements of the booth. In a large booth, having four covered structures of 750 sq. ft. is permissible without the need to install an AFSS as long as the covered areas are separated (on all sides) by at least 10 feet.

Creating one covered area that is 1,000 sq. ft. and three others that are 750 sq. ft. or less would result in the need to install an AFSS in the 1,000 sq. ft. area only (the other three would not require an AFSS).

- Neighboring booths must be considered when planning covered elements within 10 feet of the neighboring exhibit. If the neighboring exhibit has a covered structure that is within 10 feet of your structure, then the aggregate total is used to determine the amount of “covered area”.
- The total amount of covered area that is allowed in any exhibit hall, or public space cannot exceed 10% of the size of the room as it is configured via the use of airwalls. For example, Petree Hall is 21,500 sq. ft. (when Halls C&D are combined). The maximum amount of ALL cover areas within Petree Hall added together cannot exceed 2,150 sq. ft. (10%). Approvals to build covered areas are given based on the order in which requests containing “complete information” are

received. Delaying the submittal of covered area plans may result in the denial to build said covered area.

- Under certain circumstances LACC meeting rooms located on the second level of the Convention Center can be covered up to the lesser of the following two parameters: 70% of the total area of the meeting room, OR, 750 sq. ft. A 24-hour Fire Watch must be established once the covered area has been constructed, until the time it is removed. Show Security personnel shall be used for fire watch duties. There must be a designated officer in the room at all times with a readily available means of communication (i.e., radio or phone) to immediately contact LACC Security in the event of smoke or fire. If the event has multiple rooms with covered areas, a LAFD Fire Marshal may be required to patrol all of the meeting room spaces and corridors that contain covered areas during the non-show hours of the event.
- Sprinkler systems can only be installed in the South, West, and Kentia halls. Installing sprinkler systems in Concourse Hall, Petree Hall, all meeting rooms and public spaces is not allowed. Therefore, projects must be planned in these areas so that no covered area exceeds 750 sq. ft., and that the covered area is in compliance with the 10% (70% in LACC meeting rooms) requirement mentioned above.
- All fabrics and materials must be certified as “Flame Proof” or “Flame Retardant” by the California State Fire Marshal. Flame proof certificates must be kept in the booth for Fire Marshal review. Flame proofing certificates from other states (or countries) will not be accepted. Material believed to be acceptable but not having a California certificate can be sent to the LAFD Fire Marshal for testing. Test samples should be 12”x12” in size and should be mailed with any other pertinent information to the Fire Marshal at the address listed below.
- Booths containing more than 400 sq. ft. of covered elements are required to submit a “Covered Area Drawing” to the Fire Marshal and the Vice President, Event Services at the address listed below. Send two (2) plan view drawings of the entire booth indicating (by use of color, shading, or pattern) the areas/elements that are covered and the calculated square footage of each covered area. Also include the respective dimensions (in feet & inches) of the structures/elements and the amount of horizontal separation between them. In addition, send perspective/isometric drawings to better define the project. Drawings may be e-mailed in a PDF or JPEG format. Plans must be submitted for ANY proposed covered area in LACC meeting rooms. Plans must show the entire meeting room and the square footage thereof, and the respective design and square footage of the proposed covered elements.

- Non-combustible stages and platforms that do not exceed 5 feet in height “may” be exempt from the 750 sq. ft. limitation provided that no combustible materials or sources of heat are placed under the stage/platform. Projects involving stages/platforms not exceeding 5 feet in height require a covered area drawing to be submitted as indicated above. The covered area plan should denote the height of the platform and use a different shading pattern to distinguish the platform from the other covered elements in the booth.
- LACC fire sprinkler systems shall not be impeded or obstructed. A clearance of 36 inches must be maintained from all LACC sprinkler heads.
- Battery operated smoke detectors must be installed as an early warning device in any covered area that exceeds 100 sq. ft.
- Stairs, ramps, vehicles and/or equipment are considered “covered” and therefore must be included in the covered area calculations.
- Fabric shall be supported at the ends perpendicular to the seams by use of grommets, etc. that are located midway between each seam to yield maximum opening.
- Covered areas created by use the approved Melting Point product that do not exceed 1,500 square feet shall be separated from all other covered areas by at least 10 feet (horizontally) in all directions. Covered areas created by use of the approved Melting Point product that are over 1,500 square feet, and do not exceed 3,000 square feet, shall be separated from all other covered areas by at least 15 feet (horizontally) in all directions. Note: Concourse and Petree halls are limited to 1,500 square feet.
- There shall be at least one smoke detector for every 1,000 square feet of covered area. Covered areas that change in elevation and thereby create sections (pockets) for smoke to gather shall have a smoke detector located near the top of each section.
- A covered area drawing as defined in the standard LACC Covered Areas guideline must be submitted for each project meeting the criteria stated within the guideline. Covered areas employing the use of the approved Melting Point product shall be clearly identified on the drawing so there is no confusion regarding other covered elements/materials and the Melting Point material.

COVERED AREAS EXCEPTION – LA AUTO SHOW

The Los Angeles Convention Center agrees to add this exception to the Covered Areas guideline specific to the Los Angeles Auto Show. This addendum is written to supplement (not replace) the existing guideline, which supersedes on terms, conditions and definitions not specifically outlined herein,

This exception is valid for 2019 AutoMobility LA & LA Auto Show and is not valid for future events or bookings, unless specifically extended in writing by the Los Angeles Convention Center. This exception to the standard Covered Areas guideline is subject to change at any time.

Exhibitors in these Authorized Areas may cover up the listed “per area” footprint without the use of a fire sprinkler system provided that **ALL** of the conditions listed below are met.

Authorized Areas	Maximum “Per Area” Footprint
West Hall / South Hall / Kentia Hall	3,000 square feet
Concourse Hall / Petree Hall	1,500 square feet
Technology Pavilion	TBD (*)

- Material/fabric shall be the "Melting Point" product that was recently tested by LAFD. No other product or model is approved for covered areas exceeding 750 square feet unless an approved fire sprinkler system is installed. Contact GES for exact product specifications.
- The fabric must be installed by the GES rigging team.
- Fabric shall be installed with adequate tension to yield maximum opening of the fabric if heat should be applied.
- Display and operate any heater, barbecue, heat producing device, open flame device, candles, lamps, lanterns, torches, or other forms of ignition.
- Display or operate any electrical, mechanical, or chemical device that is deemed hazardous by the Fire Department.
- Use or store flammable liquids, compressed gases, or other hazardous materials. When approved, the quantities shall not exceed ten (10) gallons used only for maintenance purposes and the operation of equipment when stored in approved containers and at approved locations. Storage in excess of 10 gallons that is used for maintenance purposes and operations of equipment shall be inside approved hazardous materials cabinets. LIQUEFIED FLAMMABLE GAS is PROHIBITED inside any building.
- Operate any videotaping, broadcasting, still photographic, or motion picture equipment for commercial or professional purposes.
- Use open flame and candles.

Note: Fire sprinkler systems are NOT allowed in Concourse hall, Petree hall, and in LACC meeting rooms. As such, projects in said spaces must be designed in a manner that does not require the use of a fire sprinkler system.

SPECIAL PERMITS

A Los Angeles Fire Department Special Permit is required in order to:



AUTOMOBILES / MOTOR VEHICLES

The following are minimum fire safety requirements for public display of motor vehicles in the LACC.

- Automobile/motor vehicle displays must be included in all show floor plans and cannot obstruct required aisles or exits and are subject to the approval of the Fire Marshal.
- A special permit from the LACC Fire Marshal is required for all automobile/motor vehicle displays.
- Fuel tanks shall not exceed ¼ full. Caps for fuel tank pipes shall be of the locking type and be maintained locked. If it is not practical to attach such a cap, an alternative method, approved by the Fire Marshal may be employed.
- Batteries in vehicles must be de-energized (disconnected) or vehicle keys must be secured with an event representative designated by the Fire Marshal. Exceptions to the battery disconnection requirement apply to vehicles with computerized systems upon prior approval.
- Batteries in all-electric, non-hybrid vehicles may remain connected provided fuses are removed. This is only valid during open show hours with a Fire Safety Officer on duty for the show. Batteries must be disconnected before and after show hours.
- Wheels must be chocked in such a manner that will prevent the vehicle from rolling in any direction.
- Vehicles shall be displayed and installed by manual means. Vehicles shall not be driven into occupancy.
- Appropriate floor covering must be placed underneath the vehicle to mitigate spills and leaks.
- Show management/exhibitor must provide fire extinguisher with a 20BC minimum rating. The quantity and location for extinguishers shall be determined by the Fire Marshal.
- Additional requirements may apply to automobile/vehicle displays based on case by case conditions. There is no exception or modifications to the above requirements with the expressed written authorization of the LACC Fire Marshal.

TENTS / CANOPIES

- Tents, canopies or membrane structures with an overall footprint exceeding 450 square feet require a permit from the City of Los Angeles Fire Department. Permit fees are contingent on tent size.
- Tents and canopies must be rated flame resistant by the State Fire Marshal. All décor shall be flame retardant.

- Maintain 7' overhead clearance in all public areas.
- Maintain a 20' fire lane with minimum 14' overhead clearance.
- A minimum 10' clearance must be maintained between tents.
- All exits and aisles must be maintained free and clear at all times.
- Building and Safety Permit is required for all electrical, natural gas and water installation extended to the tented area.
- Properly rated fire extinguishers are required within the tented area placed at locations no less than 75' of travel.
- Generators must be located no less than 20' from the building, grounded with a grounding rod.
- Upon approval by the Fire Marshal, propane tanks must be located at a minimum of 10' from the respective appliance and must be secured with UL-approved hose and fittings.
- All wires, cables and piping (utilities, production, AV, etc.) must be taped, covered and matted.
- No vehicles are allowed in the tented area.
- No cooking is allowed under the tent unless approved in advance by the LACC Fire Marshal. Barbeques must be located in a remote area without public access.
- All booths with cooking shall have 2A-10BC fire extinguisher.
- Maintain a physical barrier separating the cooking area from the public.

CANDLES / OPEN-FLAME

A special permit from the LACC Fire Marshal is mandatory for the use of open flame, candles and holding devices in the Center. The special permit shall be made available for inspection at all times.

- Unprotected and gel type candles are not permitted.
- All candles shall be secured in a nonflammable solid holding device and protected by an enclosure.
- The flame tip from the candle must be maintained a minimum of 2 inches below the top opening of an enclosure or "Hurricane" at all times.
- When used as part of a decoration or centerpiece, the flame of the candle shall not be within 6 inches of cut fresh foliage, nor within 12 inches of dry foliage or other combustibles at any time.



Exceptions to the above include the following, subject to the review and approval of the LACC Fire Marshal:

- Floating candles may not need to be secured.
- Tapered candles (self-extinguishing) used in nonflammable solid candelabras with no additional decoration are not required to be provided with a flame stop or enclosure.
- Self-extinguishing tapered candles may be approved without an enclosure if (A) when used as part of a decoration or centerpiece (as outlined above), the candle must be of a type constructed with an automatic stop, which will prevent burning past a predetermined point or (B) all candles shall be secured with a holding device.

The placement of candles must adhere to the following guidelines and cannot be modified without the expressed, written approval of the LACC Fire Marshal:

- Only one centerpiece used for holding candles shall be approved per table unit regardless of the table size or shape.
- The use of multiple loose candles or candle holding devices is not permitted. If more than one candle or candle holding device are used on each table, those candles or candle holding devices shall be placed and secured on a common base. The amount of candles or candle holding devices placed on each table unit shall be limited to 4. The base shall be constructed of a noncombustible solid material.
- Candles or candle holding devices shall be placed at least 24 inches from the table's edge, and a minimum of 5 feet from curtains, drapes, or other decorations.

DÉCOR / COMBUSTIBLES

Combustible Decorations. All decorations, including, but not limited to drapes, tablecloths that hang six (6) inches below the edge of the table, signs, banners, acoustical materials, cotton, hay, paper, straw, moss, split bamboo, wood chips, wood less than 1/4 inch in thickness (or fiberboard less than 3/8 inch in thickness), foam core, etc., shall be flame retardant treated. Glass or otherwise inherently fire retardant cloth may be used without being flame retardant treated. A California State Fire Marshal certificate of flame-retardant treatment or a sample of material for a field test must be provided upon request of the Fire Marshal. Material failing the field flame test must be treated by a California State Fire Marshal Certified Flame Retardant Application contractor, or the material must be removed from the building(s).

Field Flame Test. A strip of material shall have a flame applied for approximately twelve (12) seconds. The flame shall then be removed. The material should self-extinguish within two (2) seconds and/or not drip in flames.

Combustibles. Literature on display shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact manner.

Rubbish/Trash. All waste shall be removed from buildings daily. Combustible waste materials, empty cardboard boxes, etc., shall be deposited in metal containers with metal lids until removed from the building. Metal cans with tight fitting lids shall be provided for metal cuttings. Cuttings shall be separated from ordinary combustibles.

Projection Equipment. Projection equipment using electric arc or Xenon bulbs for illumination shall be installed with an underwriters lab rating permit from the LAFD with the approval of the Department of Building and Safety.

For additional information, please contact the LACC Fire Marshal at 213.741.1151 or your Event Manager.