



# FIRE SAFETY REQUIREMENTS

*City of Philadelphia, Fire Department, Department of License & Inspection  
Support Services Department*

Convention and exhibition shows shall meet the following requirements to insure fire safety of occupants and buildings.

1. **SMOKING**

The Pennsylvania Convention Center is a non-smoking facility. Smoking is not permitted in any interior areas of the building. We thank you for your cooperation in enforcing this policy.

2. **EXITS**

For your safety, exit doors may not be obstructed. Exit doors shall not be locked, blocked or held open, except by an approved smoke detection closing device. Nothing shall be placed within 15 feet of a means of egress doorway. Exit signs shall not be obstructed from view by booths, decorations or any other objects or hanging materials.

3. **FIRE FIGHTING EQUIPMENT**

Access to fire fighting equipment and view of accompanying signage shall not be obstructed by exhibition materials. A distance of five feet shall be maintained between fire protection equipment and exhibition material. \*This includes exhibit hall pillars, which house fire and electrical equipment.

4.  **AISLES**

Aisles in exhibition halls must be at least eight (8) feet wide.

5. **ELECTRICAL EQUIPMENT**

Electrical equipment shall be listed equipment (U.L., F.M., etc.). Electrical wiring shall be in accordance with the National Electrical Code. 14 gauge wire or better is required for all connections. All extension cords must be 3 wire, grounded.

6. **EXHIBITION BOOTH CONSTRUCTION AND DECORATIONS**

Exhibition booths shall be constructed of noncombustible or limited-combustible materials. Wood shall be greater than 1/4 inch nominal thickness or wood not greater than 1/4 inch thickness shall be treated fire retardant wood meeting the requirements of National Fire Protection Association (NFPA) standard 703. Other combustible materials shall be flame resistant in accordance with NFPA 701 for textiles and films, and Underwriters Laboratories (U.L.) 1975 for foamed plastics.

7. **CRATE STORAGE**

Crates and other combustible shipping and packing materials shall be stored outside in loading dock areas or in sprinklered rooms used exclusively for storage and separated from assembly areas by one hour fire resistant rated construction. Crate storage shall not exceed a height of 12 feet and shall have eight (8) foot aisles every 50 feet.

8. **COMBUSTIBLE STORAGE**  
Combustible storage within a booth shall be limited to a one-day supply.  
Combustible storage outside of a booth is prohibited.
9. **OPEN FLAME**  
Open flame devices and candles are not permitted except by written approval from the Fire Department.
10. **COOKING AND BAKING APPLIANCES**  
Cooking and baking appliances shall be on noncombustible surfaces and separated horizontally from combustible materials by at least two feet. Cooking ranges and deep-well cooking equipment shall be protected by an approved automatic fire suppression system or at least two 20BC portable fire extinguishers. The Fire Marshal will require a test of all cooking equipment prior to event opening.
11. **DISPLAY OF MOTOR VEHICLES**  
Vehicles on display shall not contain more than one-quarter (1/4) tank of fuel. All fuel tank openings shall be sealed to prevent the escape of vapors. Both vehicles battery cables shall be disconnected and taped. Refueling or the removal of fuel from the vehicles on the premises is prohibited. Vehicles shall not be moved during show hours. An extra set of keys must be left with the building in case of emergency.
12. **FLAMMABLE AND COMBUSTIBLE LIQUIDS**  
Flammable and combustible liquids are prohibited in exhibition areas, except as stated in item number 6.
13. **COMPRESSED GASES**  
Compressed gases are prohibited except for one pound gas capacity cylinders used for demonstration purposes. No more than one cylinder per booth shall be in use. Reserve cylinders are limited to 20 in the building and shall be stored in a room not accessible to the public. Permission to exceed the stated quantities shall require written approval from the Fire Dept. Approval may be granted only after receipt of a written request to be received at least 15 days prior to the first day of move-in. This request shall state the gases being used, the quantities of each gas and how the gas will be used.
14. **CRYOGENIC LIQUIDS**  
Cryogenic liquids are prohibited, except by written approval from the Fire Dept. Approval may be granted only after receipt of a written request to be received at least 15 days prior to the first day of move-in. This request shall state the liquid being used, the quantities of each and how it will be used or demonstrated.
15. **HAZARDOUS DISPLAYS**  
Hazardous displays, such as, welding, brazing, torch cutting, lasers or use of radio active materials, require written approval from the Fire Dept. depending on

quantities, permits may be necessary. Approval may be granted only after receipt of a written request to be received at least 15 days prior to the first day of move-in. This request shall state exactly what is taking place in the display, materials being used, quantities of each and what precautions are being taken to protect both the exhibitor and attendee.

16. **HAZARDOUS CHEMICALS**

Hazardous chemicals, including pool chemicals, pesticides and herbicides are prohibited, except in small quantities used for demonstration purposes. A material safety data sheet shall be provided for each chemical which will be present. Permitted quantities:

- Liquids - one quart per chemical
- Solids - two pounds per chemical

17. **EXPLOSIVES**

Explosives, including the performance of live pyrotechnic or fireworks displays are prohibited.

18. **PYROTECHNIC OR FIREWORKS DISPLAYS**

The performance of live pyrotechnic or fireworks displays are prohibited in the convention center.

19. **AEROSOLS**

Pressurized containers having flammable propellants are prohibited, except by written approval from the Fire Department.