

BASIC FIRE CODE REGULATIONS:

- 1) Exits in all areas of the facility should not be blocked or covered for any reason.
- 2) Exterior and loading dock doors and fire doors may not be propped open.
- 3) All aisles should be kept clear, clean and free of obstructions.
- 4) Firefighting and emergency equipment should not be blocked or obstructed under any circumstances.
- 5) Materials used in the construction of displays must be fire resistant, such as draping, table coverings, banners, props, scenery, evergreen trees, bark, angel hair, shrubs. All exhibits and displays are subject to inspection by the Fire Prevention Bureau and/or CCC management for compliance.
- 6) Vehicles with gasoline engines that are to be displayed should have the following:
 - a) Battery cables disconnected.
 - b) Fuel level in gas tank is less than ¼ tank, and is not to exceed five gallons.
 - c) Must have protective covering under motors, drive trains and tires on any carpeted area.
- 7) Use or storage of liquid petroleum (LP) gas by exhibitors is restricted.
- 8) Operation of any heater, barbecue, heat producing or open flame devices, candles, lanterns, torches, welding equipment, smoke emitting devices or materials in the CCC should have written authorization by the CCC management and the Fire Prevention Bureau. Permits may be required.
- 9) All empty crates and boxes should be stored in areas approved and assigned by the CCC management and the Fire Prevention Bureau.
- 10) All electrical equipment should be U.L. (Underwriters Laboratories) approved.
- 11) Show management, exhibitors and general service contractors should comply with all City fire codes that apply to places of public assembly.
- 12) All general service contractor equipment should be propane or battery powered. Propane storage and transport is subject to Denver Fire Department regulations.
- 13) Any covered exhibit space over 100 square feet requires a smoke detector and a 2A10BC fire extinguisher.
- 14) Multi-level exhibits have special requirements in order to obtain approval from the Fire Prevention Bureau. Contact Operations for clarification and specifics, (303) 228-8013.
- 15) Storage in meeting room and ballroom corridors is not permitted.

Circumstances and operations not covered in these rules and regulations will be subject to interpretation, stipulations and decisions deemed necessary and appropriate by CCC.

**FOR A MORE COMPREHENSIVE LIST OF POLICIES AND PROCEDURES,
REFER TO THE CCC EVENT PLANNER'S RESOURCE BROCHURE.**

Questions should be directed to:

**Event Management Department
700 14th Street
Denver, Colorado 80202
(303) 228-8000
(303) 228-8104 FAX**