



VENDOR/EXHIBITOR REGULATIONS

The Winchester Fire and Rescue Department has established guidelines to provide a safe and enjoyable event for all involved. Fire and life safety inspections are performed at vendor locations to check for compliance with these regulations. All vendors are subject to an inspection prior to an event. *Failure to comply with the following regulations may result in closure of the location.*

Vendor/Exhibitor Guidelines (all vendors or exhibitors)

1. Membrane structures or tents shall have a permanently affixed label bearing the identification of size and fabric or material type and meet flame retardant requirements of NFPA 701.
2. Tents and membrane structures and their appurtenances shall be adequately roped, braced, and anchored to withstand the elements of weather and prevent against collapsing.
3. Smoking shall not be permitted in tents or membrane structures. Approved "No Smoking" signs shall be conspicuously posted.
4. Open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent or membrane structures while open to the public.
5. LP gas containers shall be located outside. Safety release valves shall be pointed away from the tent or membrane structure. **(Containers with a capacity of 500 gallons or less shall have a minimum separation between container and structure not less than 10 feet).**
6. Any vendor/exhibitor that is set up on the Old Town Mall, utilizing a tent greater than 900 sq. ft., or using solid or gas powered equipment shall have a portable fire extinguisher with a minimum size of 2A-10BC that is readily accessible with a current annual inspection service tag attached.
7. Compressed gas containers, cylinders and tanks shall be secured to prevent falling caused by contact, vibration or seismic activity.
8. Flammable liquid fueled equipment shall not be used in tents or membrane structures.
9. Generators and other internal combustion power sources shall be separated from tents or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means. Generators shall not be refueled when hot.

Food Vendor Only Guidelines

1. Tents where cooking is performed shall be separated from other tents or membrane structures by a minimum of **20 feet**.
2. Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within 20 feet of a tent or membrane structure unless the structure meets the flame retardant requirements of NFPA 701.
3. Each vendor that is cooking food shall have a portable fire extinguisher with a minimum size of 2A-10BC that is readily accessible **with a current annual inspection service tag attached**.
4. When cooking areas include deep fat fryers a listed Class K portable fire extinguisher shall be provided **with current annual inspection service tag attached**.

Questions about the contents of this publication should be directed to the Fire Marshal's Office at 540-662-2298, Monday through Friday, 8:00 a.m. to 5:00 p.m.