

2019 Exhibitor Service Manual

MBCC Fire Regulations



Show Management, exhibitors, service contractors and all other involved parties must comply with all Federal, State, Municipal, and local fire codes that apply to places of public assembly.

- All fire exits and the illuminated exit sign above must be clearly visible.** Exit doors, exit signs, fire alarm manual pull stations, fire hose cabinets and fire extinguisher locations shall not be concealed or obstructed.
- Smoking (including e-cigarettes) is prohibited in all exhibit halls, lobbies and meeting rooms during move-in, show days and move-out.** Smoking is permitted in the casino and outside only.
- Displays involving flammable or combustible liquids or materials and pyrotechnic displays must be demonstrated to the Clark County Fire Department for issuance permit.** Additional advanced approval must be granted by PPAI and Mandalay Bay.
- All exhibitors and guests are prohibited from possessing, storing, or bringing onto the property materials that constitute hazardous materials (as defined by federal, state and local law) unless the hazardous materials are possessed and used in compliance with all federal, state and local laws.** You will indemnify us for any possession, storage, transportation and use of such hazardous material for any reason whatsoever. All outside contractors/vendors are required to have a material safety data sheet (MSDS) on any hazardous chemical that they bring into the facility, so that appropriate action can be taken to inform and protect our employees.
- A certified fire watch officer is required to be hired and on duty the entire time that special effects are utilized which require the MBCC to manually zone down any section of the fire safety system.** Special effects would be, but are not limited to, fog machines, pyrotechnics and cooking. A copy of the Security Company's insurance certificate must be on file with the Convention Services department along with a schedule of the times that the MBCC is to manually zone down. Any use of special effects must be approved in writing by Show Management and MBCC Convention Services Manager and have a permit from Clark County Fire Department.
- Open flame devices, candles, etc. are prohibited in all assembly areas (no exceptions), unless pre-approved prior by the Clark County Fire Department and meet requirements of the Uniform Fire code and permit requirements of the Clark County Fire Department. (For cooking demonstrations requiring an open flame see Cooking and Sampling section # 40.)**
- Storage of any kind behind back drapes, display walls or inside the display areas is strictly prohibited.**
- All cartons, crates, containers, packing materials etc., necessary for repackaging, must be marked with an "EMPTY" sticker.** The General Service Contractor must remove all the "empties" from the show floor. All packing containers, wrapping materials and display materials must be removed from behind booths and placed in storage.
- Exit doors, exit signs, fire alarm manual pull stations, fire hose cabinets and fire extinguisher locations may not be concealed or obstructed and must be maintained in proper working condition.**
- Aisles and exits as designated on approved show plans shall be kept clean, clear and free of obstructions.**
- Easels, signs, etc. shall not be placed beyond the booth area into aisles.** Exhibitors must keep their booths and displays within the designated perimeters. Any violators will be made to move their exhibits.
- Literature on display shall be limited to reasonable quantities.** Reserved supplies shall be kept in closed containers and stored in a neat and compact manner.
- Designated "No Freight" aisles are required. These aisles must be kept clear at all times during the move-in and move-out of trade shows.**
- Compressed gas cylinders are prohibited unless prior approval is obtained from the Fire Marshal and Show Management.** Approved cylinders must be stored in an upright position. Helium canisters are permitted, but only in a secured, upright position. Helium canisters must be removed during non-show hours. (For cooking demonstrations using compressed gas see Cooking and Sampling section # 40.)
- Electrical panels must have thirty (30") inch clearance in front.** All other electrical equipment (cords, plugs, etc.) must be of the approved type, and in accordance with the Uniform Fire Code and the National Electrical code, as well as local codes.

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16. **Any use of two-wire extension cords is prohibited.** Multiple outlets and electric cords must be grounded and must not be used to exceed their listed amp rating. All temporary electric wiring must be accessible and free from debris and storage materials.
17. **Projection booths must be ventilated at the ceiling and provided with an approved smoke detector.** Storage is prohibited in these areas.
18. **Non-display vehicles cannot remain on the exhibit floor.** Attendees will not have access unless all non-display vehicles exit the show floor. For rules regarding vehicles in displays, reference the ["Vehicle Display Regulations Form – PDF"](#) under the Regulations section.
19. **The painting of signs, displays or other objects is strictly prohibited inside of the facility or on the MBCC grounds.**
20. **The Clark County Fire Department may exercise the right to assign a fire detail to the premises, at your cost.**
21. **Balloons inside the facility must remain "tethered" to a fixed object.** The balloon may be no larger than 36 inches in diameter and must have approval from your Convention Services Manager and the Fire Marshal. There is a labor and equipment charge to retrieve balloons in the ceiling.
22. **Use of pyrotechnics is strictly prohibited by the Clark County Fire Department and the MBCC.**
23. **Foam plastic elements greater than ¼-inch thickness shall not be permitted.** Fire resistant foam board signage, not greater than ½-inch thickness, is acceptable in exhibit booths.
24. **The Clark County Fire Department also requires special permits for the following:** Display or operation of any heater, barbecue, heat-producing device, open flame, candle, lamp, lantern, torch, etc. Display or operation of any electrical, mechanical or chemical device that the fire department deems hazardous. Use or storage of flammable liquids, compressed gas or dangerous chemicals.

Multi-level & Covered Exhibits:

NOTE: Any exhibitor utilizing a multi-level or covered exhibit must notify PPAI Show Management in writing no later than 60 days from opening date of event.

25. **All exhibit booths with solid covers and that exceed 1,000 square feet in area, in a sprinkler building, are required to contain approved internal automatic fire sprinklers.**
26. **When determined by the Clark County Fire Department that temporary sprinkler installation is impractical, the following alternative protection may be allowed:**
 - a. Install approved single-station smoke detectors at the interior and exterior of each covered booth.
 - b. The interior and exterior smoke detectors must be installed in accordance with manufacturer's instructions.
 - c. Provide 24-hour fire watch for all covered booths in accordance with the following:
 - i. Fire watch must be completely trained in the use of portable fire extinguishers and 1 1/2" fire hose lines.
 - ii. Each fire watch must have radio communication with other fire watch personnel and a central control point.
 - iii. The central control point must have facilities to contact the fire department and any local security personnel.
 - iv. Fire Watch personnel may not be utilized for other than fire watch duties.
27. **When multiple covered booths are used, the Clark County Fire Department shall determine the number of persons needed for fire watch.**
28. **All materials used in the construction of the booth and all decorative materials (drapery, table coverings, banners, foam board, signs, set pieces, etc) within exhibitor booths and those used for special events must be non-combustible or made flame retardant.** Certificates of flame retardant treatment must be submitted to the Clark County Fire Department along with samples of said materials prior to construction of booth.
29. **You must maintain copies of flame certificates on premises as the Clark County Fire Department can require verification at any time.**
30. **Utilizing cardboard boxes as part of exhibit or displays is not permissible.**
31. **All fully enclosed booths with enclosed rooms must have at least two (2) exits leading directly to the aisle.** These booths must possess a smoke detector and fire extinguisher for each enclosed area.

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32. **The Clark County Fire Marshal may require additional equipment.** If any exhibiting booths have multiple levels or room(s) with enclosures, visible notification must appear on the stairway(s) or outside the room. This notice must state the maximum occupancy permissible or total weight load allowable on the second story at one time. If the second story occupancy level allows more than ten (10) people at one time, a second stairway must be present.
33. **Booth construction shall be substantial and fixed in position in a specified area for the duration of the show.**
34. **All manufactured homes must have two (2) means of egress.**
35. **All multi-level booths must be stamped by a Nevada licensed structural engineer and must have two (2) means of egress from upper levels.**
36. **When a multi-level enclosed exhibit is used in a show, a self-contained automatic fire extinguishing system may be required upon review by the Clark County Fire Department.**
37. **SINGLE-LEVEL COVERED EXHIBIT BOOTHS OVER 1000 SQUARE FEET OR MULTI-STORY EXHIBIT BOOTHS MUST BE APPROVED BY THE CLARK COUNTY FIRE MARSHAL.** The Application for Permit is available online at:
http://www.clarkcountynv.gov/Depts/development_services/Forms/Temporary_Operational_Fire_Permit.pdf.
Please refer to the Clark County Fire Department's Places of Assembly Guideline:
http://www.clarkcountynv.gov/Depts/development_services/HowToGuides/105.7.14_temporary_assembly_structures.pdf.
38. **TENTS IN EXCESS OF 200 SQUARE FEET, CANOPIES IN EXCESS OF 400 SQUARE FEET, AND TEMPORARY MEMBRANE STRUCTURES MUST BE APPROVED BY THE CLARK COUNTY FIRE MARSHAL.** The Application for Permit is available online at:
http://www.clarkcountynv.gov/Depts/development_services/Forms/Temporary_Operational_Fire_Permit.pdf.
Please refer to the Clark County Fire Department's Tent and Canopy Guidelines:
http://www.clarkcountynv.gov/Depts/development_services/HowToGuides/104.9_temporary_assembly_structures.pdf
39. **Cooking Demonstrations and food product displays are strictly prohibited without prior written approval from Show Management.** Contact PPAI Show Management for further details at 888.426.7724 or email us at exposk@ppai.org.
40. **COOKING DEMONSTRATIONS AND SAMPLING DEMONSTRATIONS USING COOKING METHODS:** Must receive prior written approval from Show Management. Contact PPAI Show Management for further details at 888.426.7724 or email us at exposk@ppai.org.
- a. **Temporary cooking operations are permitted with the following limitations:**
- Only use appliances that are listed by a nationally recognized testing agency i.e., Underwriters Laboratories, Inc., Canadian Standards Association (formerly American Gas Association).
 - Use them according to the manufactures instructions. Equipment designed for outdoor use should not be used indoors (without prior permission from Show Management)..
 - Using solid fuels like charcoal and woods, (i.e., hickory, mesquites) are prohibited within exhibit halls.**
 - LP-gas or butane** - used for displays and demonstrations is limited to cylinders or canisters **not exceeding the nominal 5-pound size (12 lbs water capacity)**, maximum 2 per booth. Additional cylinders or canisters must be located 20 feet apart.
 - You need a permit for using any amount of LP-gas or butane in Assembly occupancy.
- For cooking producing grease laden vapors and deep fat frying:**
- a. All multiple-well cooking equipment using combustible oils or solids and cooking surfaces i.e., **grills that exceed 288 square inches that produce grease laden vapors shall be provided with a fire extinguishing system installed according to NFPA17A and an exhaust duct system complying with the currently adopted Mechanical Code.**
- b. **All single-well cooking equipment (deep fat fryers) operations using combustible oils or solids must meet all of the following criteria:**
- Metal lids sized to cover the horizontal cooking surface are to be provided.
 - The cooking surface is limited to 288 square inches (2 square feet).
 - The equipment shall be placed on a noncombustible or limited combustible surface. Examples include concrete floors and Fire Retardant Treated (FRT) plywood. The noncombustible surface must extend three (3) feet in front of the fryer.
 - The fryer is to be separated from all other equipment by a distance not less than 24 inches.
 - These cooking displays must be separated from all other combustibles by a distance not less than 10 feet.
 - The volume of cooking oil per appliance is not to exceed three (3) gallons.
 - The volume of cooking oil per booth is not to exceed six (6) gallons.

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viii. Deep fat fryers shall be electrically powered and have a shut-off switch.

Other appliances for exhibition cooking are limited to 288 square inches in area. Examples are induction cook tops, ranges, electric warmer, single burner ranges, multiple burner ranges.

A minimum of one (1) Class-K fire extinguisher is to be provided within 30-feet of each deep fat fryer and each grill or other appliance producing grease laden vapors.

A minimum of one (1) Class 2A-10BC fire extinguisher is to be located within each booth with additional or other display cooking such as baking, sauté, braising, stir fry, convection cooking, warming of food, and all other like applications.