



Safety Guidelines for Exhibitors

The Calgary Stampede and Show Manager are your partners in promoting a safe and successful event. This brief guideline has been developed by the Calgary Stampede to help Exhibitors comply with safety regulations required by the Alberta Fire Code.

In addition to this guideline your Show Manager has also been provided with a more extensive document, **"The Calgary Fire Department Indoor Special Event Requirements"**. The requirements for the items listed below and other regulations are detailed in this document.

Please check with the Show Manager for clarification of how these regulations apply to the exhibit you are planning. The Show Manager can provide you with a copy of that document if requested.

CANOPIES & TENTS

- Canopies and tents must have a **permanent label** attached by the manufacturer indicating conformance with **CAN/ ULC S-109 or NFPA 701** "Flame Tests of Flame-Resistant Fabrics and Films". If this label is not present, you will be requested to remove the canopy.

DECORATIVE MATERIALS

- Decorative materials such as drapes, fabric walls, signs, promotional back drops, and banners must comply with requirements for **flame resistance**. If possible, provide manufacturer's documentation indicating the item complies with **CAN/ULC S-109 or NFPA 701** "Flame Tests of Flame-Resistant Fabrics and Films". This documentation must be specifically linked to your display item.
- If the above information is not available, provide proof the material has been treated with a fire retardant product. Include the product name, the date applied, a sample of fabric that has been subjected to a flame test in accordance with NFPA 705 "Field Flame Test for Textiles and Films", and an unburned sample for testing.
- If the above information and items are not provided, a sample may be removed from your display for testing.

ROOF, CEILING OR OTHER OVERHEAD OBSTRUCTION

- Booths that include tents, canopies or other structures having between 9.3 m² (100 ft²) and 27.9 m² (300 ft²) of roof, ceiling or other obstruction shall be provided with a listed single station **smoke alarm**.
- A structure as described above with a source of ignition shall also be required to have a **2A-10BC fire extinguisher**.

GENERAL

- Set up your exhibit as per the **approved floor plan**.
- Exhibits and displays must be placed within your allotted space so **aisles remain unobstructed**.
- Maintain **clear access to firefighting equipment** such as fire hose cabinets and fire extinguishers.
- Place **temporary storage** in such a way as to maintain unobstructed access to exits.

Please be aware that the Calgary Fire Department inspects all special events to ensure compliance with the Alberta Fire Code. It is your responsibility to ensure your exhibit meets all safety requirements. Following a few basic rules will prevent problems that could disrupt the set up or operation of your exhibit.