

# Alameda County Fire Department

*Proudly serving the Unincorporated Area of Alameda County  
and the communities of San Leandro and Dublin*

William J. McCammon, Fire Chief

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## FIRE PREVENTION OFFICES

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## Alameda County Fair/Alameda County Fire Department Rules and Regulation For Events on the Alameda County Fairgrounds

### Permits

All events that have an attendance of over 10,000 people for the run of the event shall obtain a permit from the Alameda County Fire Department, and any other events below 10,000 attendance but which have tents that are required to be permitted (see TENTS section below). Event coordinator shall obtain permit for event at least one month prior to event. Application for permit can be obtained at fire department administration by calling 510-618-3490. Included with application shall be a site plan including locations of booths, buildings, fire department emergency vehicle access roadways, tents, interior layout of booths/displays inside of buildings. Event permit application shall include any tent permit(s) including tent layout (exits, extinguishers, no smoking signs, etc). Fee for event and tent permits shall be paid at least 14 days prior to event. Base fee for event is \$240, each tent up to 5,000 square feet is \$40, over 5,000 sf is \$80 each. Any event that is required to obtain a tent permit only, and not an event permit, shall pay the above-referenced tent fee plus a minimum of one hour of inspection time at \$80 per hour. Event coordinator shall pay for all fees, including all tent fees.

### Buildings

Aisles must have a minimum of 8 ft walkways or more depending on expected attendance

Booths and Displays are prohibited to have overhead coverings in any sprinkled buildings. Tents/canopies with overhead coverings are prohibited in any buildings.


Exits must not be blocked.

Open flame is prohibited

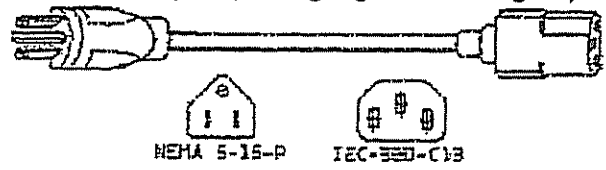
Electrical cords are prohibited from extending across walkways

### Electrical Cords

1. Electrical Cords must be UL or ETL Certified. Use of (Zip Cords)

lightweight  cords (primarily used for residential purposes) are prohibited in all booths.

2. Heavy Duty (12 gauge or higher) cords must be used.



3. If you require multiple electrical outlets, you must use a power strip. Each power source must be plugged directly into the power strip. Daisy-chaining cords (one cord to another cord to the power supply) is prohibited

### Electrical Cord Guidelines

1. Look for a certification label from an independent testing lab such as UL (Underwriters Laboratories) or ETL (Electrical Testing Laboratories) on the package and on the product itself.
2. Products with this certification label meet current industry safety standards. For extension cords, look for a permanently attached certification label on the cord near the plug.
3. For power strips and surge protectors, inspect the underside of the casing and make certain that it is marked with the manufacturer's name and the testing lab.
4. Use electrical cords, power strips and surge protectors that have polarized plugs with one blade slightly wider than the other, or grounded three-pronged plugs. These features reduce the risk of electric shock.
5. Use special, heavy-duty extension cords for multiple and or/high wattage appliances such as air conditioners, portable electric heaters and freezers.
6. Extension cords used outside should be specifically designed for such use to guard against shock.
7. Insert plugs fully so that no part of the prongs are exposed when the cord is in use.
8. Never cover any part of an extension cord with rugs or other objects while it is in use. If the cord is covered, heat cannot escape, which can result in fire.
9. Don't overload cords with too many appliances. Change the cord to a higher-rated one or unplug and relocate appliances to other outlets.

### Tents

All Tents/canopies must be flame retardant and meet California State Fire Marshal Flame Retardant Standards (small tents at a minimum shall meet



CPAI-84 Federal Standards). Documentation is required, either sewn into the tent fabric or in the form of a paper certificate. Flame retardant must be professionally applied with a certificate provided as proof.

Tents use for outdoor food service must meet both Fire Department and Health Department requirements.

All tents 200 sq. feet or larger must be permitted in advance of the event by the Alameda County Fire Department. Contact information is (510) 618-3490. Event coordinator is responsible for obtaining all permits for event, including any required tent permits.

Tents and canopies are not permitted within 10 feet of any openings (doors, windows, vents, etc) into buildings or exits from buildings. Tents and canopies must be at least 10 feet away from buildings (unless otherwise approved by the fire department) and are not permitted under overhangs of buildings. Any overhangs are considered part of the building, and the 10 feet measurement starts from the edge of the building/overhang.

## **Fire Extinguishers**

Fire extinguishers must be mounted with signage in all tents with three or more sides, or canopies over 400 square feet. All extinguishers must be serviced annually, or bought within the past twelve months. Documentation shall be required to verify compliance (receipt, servicing tag, etc.)

Acceptable fire extinguishers:

K-Extinguisher (only for deep fat fryers)

3A40BC Extinguisher (for cooking tents without deep fat fryers)

2A10BC Dry Chem Fire Extinguisher (tents with electrical/no cooking)

### Guideline for Extinguisher in Tents

1 Extinguisher per 10x10

2 Extinguishers per 10x20

maximum travel distance to an extinguisher is 75 feet

## **Outdoor Areas**

Open Flame is prohibited on the Fairgrounds. All open flame is restricted to barbeque pits.

## **Autos in Buildings**

There shall be no refueling of vehicles inside the building.

There shall be an adequate amount of fire extinguishers in and around the area where the vehicle is being displayed.

Vehicle keys must at all times be readily available to the Alameda County Fair Association Management.

Any vehicle with any type of leak will not be permitted to be displayed.

The maximum amount of fuel contained shall be no more than 1/4 tank or 5 gallons per vehicle.

Batteries must be disconnected at all times while in the building except for move-in and move-out.

There shall not be any storage of flammable fuel in the building except for that which is in the vehicle.

There shall be no repair work done on vehicles while inside the building.

Fuel tank doors must be locked or fuel caps taped shut.

Vehicles may not be started except for move-in and move-out.

Revised 1/2/2004