Address: ____________________________________________________

Name of Business: ____________________________________________

Type of Event: _______________________________________________

Date & Hours: _________________________ # of Occupants: _______

Fire Standby Name: __________________________________________

☐ Extinguishers in place, tagged and unobstructed.

☐ All required exits unlocked, unobstructed and properly identified.

☐ Illumination required for exit signs and exit pathway.

☐ Required width of aisles unobstructed.

☐ Extension cords not used in lieu of permanent wiring.

☐ Temporary wiring properly installed and not a tripping hazard or crossing an exit pathway unprotected.

☐ All decorative materials shall be treated or manufactured from a non-flammable material.

☐ Open flames are prohibited with the exception of sterno devices under chaffing dishes.

☐ No cooking shall take place in tents used by the public.

Fire Standby Signature: _________________________________

Event Manager Signature: ______________________________