

Convention Center Exhibition Hall Requirements

GENERAL

August 2006
(Revised to change gas tank info)

Exhibit booths shall not obstruct access to the building's fire fighting equipment, i.e. fire extinguishers, fire hose cabinets, and fire alarm pull stations.

No Helium Balloons are permitted in the Exhibit Halls due to the laser fire alarm system.

Tents in the exhibit halls shall not exceed 300 square feet. Displays beneath tents shall be subject to fire department approval based upon their combustibility and associated hazards.

Note: Exhibitors with tents shall not be located next to one another. Tents shall be spaced at least 10 feet apart from other tents

Tents shall be labeled as flame resistive.

Tents and exhibit booths with ceilings shall only be permitted to be used **inside** exhibit halls A, B, & C. (All other inside areas of the convention center are off limits to tents and exhibits with ceilings/roofs)

Vehicles, boats, and similar exhibited products having over 100 square feet of roofed area shall be equipped with smoke detectors acceptable to the Myrtle Beach Fire Department.

Multilevel exhibits and exhibits with ceiling/roof exceeding 300 square feet may be acceptable if provided with a temporary fire sprinkler system. The water supply and piping for the system shall be permitted to be of approved temporary means that is provided by a domestic water supply, a standpipe system, or a sprinkler system. **Note: This shall also apply to tents that exceed 300 square feet.**

Individual exhibitors shall ensure that their booth is properly constructed. Drapes, signs, banners, acoustical materials, cotton, paper, hay, straw, moss, split bamboo, plastic, cloth, and similar materials shall be flame retardant or fabricated of inherent fireproof materials

Note: When deemed appropriate by the fire department, written documentation of flame-retardant treatment shall be provided or a "match test" may be conducted to verify treatment.

Combustible materials not on display, including packing crates used to ship exhibitor's supplies and products, shall not be stored within the exposition hall.

One-day reserve quantities of combustible materials may be stored inside the booth. Storage of combustible material behind the booth shall be prohibited.

Smoking is prohibited within City of Myrtle Beach Buildings. However, posted smoking areas may be established on the loading dock or other areas outside the building.

(Excludes spaces under third party long term lease agreement)

PRE-FUNCTION & CORRIDOR AREAS

Displays and/or exhibit booths shall not be permitted on the “Glass Wall” of the Pre-Function Area, no exceptions.

Displays and/or exhibit booths shall be permitted on one side of any meeting room corridor only. Provided that the display and/or exhibit booth does not extend beyond 4feet from the wall.

EGRESS REQUIREMENTS

All posted exits shall be unobstructed and accessible at all times. Trashcans, chairs, tables, etc, shall not be placed in front of any posted exit door.

Note: Tape shall not be placed on exit doors to prevent their use.

All exhibit booths shall be installed in a manner that does not obscure the vision of required exit signs nor obstruct access to required emergency exits.

Aisles shall be maintained free of obstructions at all times. Easels, signs, etc. shall be kept inside the booth: not in the aisles.

The common path of egress travel shall not be more than 75 feet to reach a point where two separate paths of egress travel exist.

The maximum travel distance to any exit - exits shall be accessible within 250 feet of any point within the exhibition hall(s).

20 feet & 15 feet Converging aisles required for all shows, with the exception of closed shows. Closed shows may be reduced to 15 feet & 15 feet converging aisles. **(See Attached Drawing)**

INDOOR DISPLAY OF VEHICLES

Operation of liquid-fueled vehicles shall be permitted only during the move-in and move-out phase of a show.

Note: Operation of vehicles during a show may be considered on an individual basis. Complete details of the show must be submitted to the Fire Marshal, for approval, at least seven (7) days prior to the move-in date.

All on loading or off loading of fuel shall be performed outside of the building using only approved safety equipment.

LP Tanks shall be removed from all recreational vehicles. Restrictions on the use of LP are discussed in the “Written authorization” section of this document.

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When a liquid-fueled vehicle is parked inside the exhibit hall, the following conditions shall be met:

- ❑ **Fuel tanks shall not contain in excess of ¼ their tank capacity or contain in excess of 10 gallons of fuel, whichever is less.**
- ❑ **Fuel caps shall be taped shut or fitted with a locking cap.**
- ❑ **Hot lead of battery shall be disconnected and taped to prevent contact with the battery terminal.**
- ❑ **Batteries used to power auxiliary equipment shall be permitted to be kept in service.**
- ❑ **Can not start vehicles in the building**

Written authorization required

Written authorization from the fire department is required for the following operations:

- ❑ **Display and/or operation of any open flame device such as, but not limited to, heaters, grills, fireplaces, candles, lanterns, torches, etc.**
- ❑ **Display and/or operation of any electrical, mechanical, or chemical device that is deemed hazardous by the fire department.**
- ❑ **Storage or use of combustible/flammable liquids, compressed gases, or hazardous chemicals.**

Note #1: Displays or exhibits that require the use of LP gas or compressed gas cylinders shall be limited to a maximum of one (1) five pound LP cylinder and (1) standard D (40 cubic feet) oxygen cylinder or one (1) standard ACB (40 cubic feet) acetylene cylinder. Cylinders shall be secured at all times to prevent them from being knocked over.

Note #2: All booths or exhibits that use an open flame device shall have a fully charged and **currently tagged (within the last 12 months)** five pound ABC fire extinguisher accessible within their booth.

EXHIBITS INVOLVING FOOD PREPARATION

Portable cooking equipment that is not flue-connected shall be permitted only as follows:

- ❑ Equipment fueled by small heat sources that can be readily extinguished by water, such as candles or alcohol burning equipment (including solid alcohol), shall be permitted to be used provided adequate precautions satisfactory to the authority having jurisdiction are taken to prevent ignition of any combustible materials.
- ❑ Candles shall be permitted to be used on tables used for food service if securely supported on substantial noncombustible bases located so as to avoid danger of ignition of combustible materials and only if approved by the authority having jurisdiction. **(Candle flames shall be protected)**
- ❑ “Flaming sword” or other equipment involving open flames and flamed dishes, such as cherries jubilee or crepe suzette, shall be permitted to be used provided necessary precautions are taken and subject to the approval of the authority having jurisdiction.
- ❑ Listed and approved LP-Gas commercial food service appliances as permitted by NFPA 58, Standard for the Storage and Handling of Liquefied Petroleum Gases.

Note: NFPA 58 permits portable butane fueled appliances in restaurants and in attended commercial food catering operations where fueled by no more than 10 oz. (0.28-kg) LP-Gas capacity nonrefillable butane containers having a maximum 1.08-lb. (0.4-kg) water capacity per container. Containers must be directly connected to the appliance, and manifolding of containers is not permitted. Storage of cylinders is also limited to 24 containers, with an additional 24 permitted where protected by a 2-hr fire resistance rated barrier.

Cooking and warming devices shall be permitted as follows:

- ❑ Cooking and/or warming devices that produce grease laden vapors **shall be electric.** (An approved testing laboratory such as U.L. and/or F.M shall list all cooking devices).
- ❑ Cooking and warming devices shall be isolated from the public. The device shall be placed back a minimum of four (4) feet from the front of the booth (Measurement shall be from an aisle), or provided with a fixed “Non-Combustible” shield (i.e., ¼

inch thick plexiglas or stainless steel) 18 inches high, across the front and on both sides of the demonstration area.

- ❑ A maximum of (2) cooking and/or warming devices shall be permitted per booth. At least 2 feet of distance shall be maintained between cooking devices at all times.
- ❑ Individual cooking and/or warming devices shall not exceed 288 square inches of cooking surface area (12" x 24").

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- ❑ The table surface beneath the cooking and/or warming device shall be of a non-combustible material.
- ❑ Combustible materials shall be kept a minimum of (3) feet away from cooking and/or warming devices.
- ❑ A Class K rated portable extinguisher and a metal lid (for each cooking device) shall be provided within any booth utilizing cooking and/or warming devices.
- ❑ Cooking shall not be permitted beneath tents regardless of tent size

These requirements are referenced National Fire Protection Standards and/or adopted fire codes. Copies of the standards and/or fire code(s) are available upon written request to the City of Myrtle Beach Fire Department – Fire Marshal’s Office.

**City of Myrtle Beach Fire Department
Fire Marshal’s Office
921-B Oak Street (2nd Floor)
Myrtle Beach, S.C. 29577**

(843) 918-1109 or 1192