

OUTDOOR FESTIVAL/SPECIAL EVENTS INTERVIEW CHECKLIST

The site plan shall include:

- _____ The name of all streets or areas that are part of the outdoor festival or special event.
- _____ The location of fire department emergency access lanes (20 foot minimum width)
- _____ Location of stages, non-food booths, food booths and cooking areas
- _____ A detail or close up of the food booth and cooking area configuration
- _____ Booth identification signs or numbers of all vendors cooking with flammable gases or BBQ grills
- _____ The location of all tents
- _____ Site plan is to be approved by the fire marshal

Tents

- _____ Permits are required for tents 200 sq. ft. or larger, canopies 400 sq. ft. or larger
- _____ Tents 10 X 10 – a permit is not required
- _____ A certificate of flame resistance for each tent, canopy are required
- _____ Banners – letter of flame retardation or present a sample for a flame test shall be required

Temporary Power

- _____ Generators shall be fenced to prevent contact by the public
- _____ Storage locations of propane cylinders and flammable liquids and waste grease shall be away from the public

Fire Extinguishers

- _____ Non-cooking booths shall have a 2A10B:C / Cooking booths shall have a 40B:C and booths deep frying shall have a K-Type

Street Festival Food Booth Requirements

_____ One 2-A 10-B:C rated extinguisher, in operable condition, shall be provided in each cooking booth.

_____ Secure all compressed gas cylinders to prevent tipping over.

_____ All LPG cylinders shall have an approved regulator and hose to the cooking appliance.

_____ All decorative materials and fabric shall be inherently flame proof or properly treated in booths that have open flame devices or cooking appliances.

_____ All booths are subject to inspection by the Atlanta Fire-Rescue Department and any discrepancies will require immediate attention.

_____ Seating shall be a minimum of 15' from booths with open flame devices or cooking appliances.

_____ Deep fat fryers or any cooking device capable of splashing hot oil shall be located to the rear of the booth.

_____ There shall be a competent adult in cooking booths at all times to insure safety.