



service contractors--conventions & expositions

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**SACRAMENTO CONVENTION CENTER - TRADE SHOW & EXHIBIT REGULATIONS**

**FOOD AND BEVERAGE**

- Classique Catering is the exclusive caterer for the Sacramento Convention Center. Food or beverages (including alcohol and bottled water) may not be distributed from your booth unless you have purchased from, or made arrangements with, Classique (916) 446-1215, www.classiquecatering.com.

**SACRAMENTO FIRE DEPARTMENT'S FIRE SAFETY REQUIREMENTS**

**BUILDING FIRE FIGHTING EQUIPMENT**

- Fire extinguishers are to be maintained in a readily accessible and visible location. A three foot path shall be maintained by direct access.
- Wet standpipe hose cabinets, fire extinguisher locations, exits, exit lights, and fire alarm sending stations shall not be concealed, in whole or part, by any decorative material.

**ELECTRICAL**

- All electrical hook-ups are to conform to the National Electrical Code.
- Facility policy dictates that the exhibit contractor must provide all electrical service and distribution.

**VEHICLE EXHIBITS**

- Batteries shall be removed, or battery cables shall be disconnected from all motor powered vehicles displayed, and vehicles shall contain only 1/4 tank of fuel. All fuel tanks shall be furnished with a locking type gas cap or sealed with tape. Garden tractors, chain saws, power plants, and other fuel powered equipment shall be safeguarded in a similar manner.

**ENCLOSED DISPLAYS**

- All tents, awnings, canopies and/or other enclosed structures must display a "California State Fire Marshal" seal indicating that the material(s) used are flame retardant. Additionally, a fire extinguisher must be prominently displayed within the confines of the exhibit. Any/all exceptions to this must have advanced specific written authorization from the Sacramento Fire Department.



**FLAME RETARDANT TREATMENT**

- All decorations, drapes, curtains, signs, banners, acoustical material, moss, split bamboo, plastic cloth, Christmas trees, and similar decorative materials shall be rendered flame retardant. **Hay and straw bales must be rendered flame retardant.**
- Table coverings must be treated with a flame retardant chemical, unless they lie flat with an overhang of not greater than six inches. Oil cloth, tar paper, sisal paper, nylon, Orlon, and certain other plastic materials cannot be made flame retardant and their use is prohibited.
- Documentation of fire retardation must be present on-site.

**FLAMMABLE LIQUIDS**

- No open flames are allowed anywhere without prior approval.
- A person shall not use within the facility any heating, lighting, or cooling appliance which uses a class 1 liquid (gasoline, white gas, alcohol, etc.)
- A person shall not store any flammable liquid inside the facility.

**PERMITS**

- Permits for the following shall be requested not less than ten days in advance of the show. Requests are to be directed to Facility Management in conjunction with the Sacramento City Fire Department:
  - Display and operate any heater, barbecue, heat producing device, lanterns, torches, pyrotechnics, etc.
  - To display or operate any electrical, mechanical, or chemical device which may be deemed hazardous by the Sacramento City Fire Department.

**PAPER PRODUCTS**

- Literature on display must be limited to reasonable quantities. Reserve supplies must be kept in closed containers and stored in a neat and compact manner.