

Paul E. Patton  
Governor

Dennis J. Langford  
Commissioner

Dave Manley  
State Fire Marshal



COMMONWEALTH OF KENTUCKY  
**DEPARTMENT OF HOUSING, BUILDINGS AND CONSTRUCTION**  
**DIVISION OF FIRE PREVENTION**  
1047 US HIGHWAY 127 S, BAY 1  
FRANKFORT, KENTUCKY 40601-4322  
(502) 564-3626  
FAX (502) 564-6799

Hazardous Materials  
(502) 564-4010

Manufactured  
Housing  
(502) 564-4018

## STATE FIRE MARSHAL'S REQUIREMENTS

### SHOWS & EXHIBITS

The following are the State Fire Marshal's minimum fire safety requirements and shall be applied at all shows - trade, commercial or otherwise - and shall apply whether the exhibit is open or closed to the public.

1. Accurate-to-scale floor plans for the entire show shall be submitted in triplicate to the State Fire Marshal's representative in care of the Kentucky Fair and Exposition Center not less than 15 days prior to the opening date of the show. Plans shall show size and location of booths, exits and aisles. One additional approved plan will be returned to lessee with final approval, subject to an on-site inspection by a representative of the State Fire Marshal.
2. The display and operation of any cooking or heat-producing appliances, pyrotechnics, use or storage of flammable liquids, compressed gases or any other process deemed hazardous by the State Fire Marshal must have advance approval by the State Fire Marshal's representative.
3. Any motor vehicles, gasoline-powered equipment, tools, etc. on display shall have their batteries disconnected. All fuel tanks that are not equipped with locking gas caps shall have the gas caps sealed with tape. All such fuel tanks shall be less than one-fourth full.
4. No parking or any vehicles, unless approved, is allowed in the building. Cars and trucks shall be removed immediately after loading or unloading.
5. Decorations and displays shall not block or impede access to fire protection equipment (sprinklers, exit markings, exit doors or emergency lighting equipment).
6. During occupancy hours, aisles and exit doors shall be maintained free of all obstructions and unlocked for immediate use in the event of an emergency.
7. Signs designating exits and the direction of travel to exits approved by the representative shall be provided by the lessee and in place prior to the show's opening.
8. Additional fire extinguishers may be required at the discretion of the State Fire Marshal's representative.





State Fire Marshal's Requirements  
Shows & Exhibits  
Page 2

9. All electrical devices and installations shall be in accordance with the applicable provisions of the National Electrical code. Underwriter Laboratories must list all devices.
10. Any electrical extension cords used shall be of the heavy-duty type. Lightweight cords of the lamp cord variety are prohibited and are subject to confiscation.
11. All decorations shall be fire retardant. The decoration companies shall be prepared to provide certificates of flame spread on all decoration items. Items that are not properly fire retarded shall be removed.
12. All booths and displays shall be open, i.e., no covered tops, unless prior approval by the State Fire Marshal has been given.
13. All other fire safety laws, regulations and codes that have been duly adopted shall be adhered to by all lessees, exhibitors and show personnel.
14. Lessee will be responsible for making key personnel, including security, aware of and familiar with the facilities' emergency procedures, which would include, but not limited to, fire, bomb threats, inclement weather, etc.
15. It shall be the responsibility of the show manager to see that the above regulations are followed.

For any additional information, please contact, the Kentucky Fair and Exposition Center, Deputy Fire Marshal at (502) 367-5126; or the Kentucky State Fire Marshal's Office, General Inspection Bureau at (502) 546-3626.

APPROVED:

  
Carvon Hudson  
Assistant State Fire Marshal  
Kentucky State Fire Marshal

  
Larry Faue  
Deputy State Fire Marshal  
Kentucky Fair and Exposition Center