

Seattle Fire Department General Requirements for Flame Proofing and Combustible Storage

The following items are required by the Seattle Fire Marshal's Office for booths at trade shows or otherwise used for display within the City of Seattle limits.

Flame proofing

All decorations, drapes, signs, banners, plastic displays, hay split bamboo; items such as carpeting, astro turf used in the vertical position, combustibles, etc. must be flame retardant. Table coverings with an overhang greater than 6" must also be flame retardant. Items that require treatment with a flame-retardant product will be subject to a flame test prior to show hours. The flame test may be avoided if 1) a Flame Certificate or 2) the product used to treat the items or 3) a receipt for the product used to treat the items within the past year is available for inspection.

To facilitate verification that an item described above is flame retardant; the following options may be used:

1. A copy of the flame certificate may be left in the booth when the vendor does not occupy it. (Note: Flame certificates are valid for one (1) year after which time they must be renewed.)
2. The container of product used to treat flammable items in the booth and a receipt indicating the purchase date of the product or a date printed on the product's labeling may be left in plain sight by the vendor when the booth is unoccupied. The container must be accompanied by information that identifies the type of product used.
3. A receipt indicating flammable items in the booth have been treated may be left in plain sight by the vendor when the booth is unoccupied. (Note: As with flame certificates, the receipt is valid for one (1) year. Those with receipts indicating treatment was applied over one (1) year prior to the event must accompany a container of the product used to treat it and a receipt indicating the purchase date of the product or a date printed on the product's labeling.)
4. A signed & dated business card or a Seattle Fire Department (SFD) Flame Test Record issued to the vendor after a successful flame test by a representative of the Seattle Fire Marshal's Office may be left in plain sight by the vendor when the booth is unoccupied. The business card or SFD test record must state what fabric/product was tested or have a sample of the fabric/product that was tested affixed to it.

Note: Items treated with homemade flame retardant solutions (e.g. boric acid solutions) shall be subject to a test regardless of documentation except a signed & dated business card of a representative of the Seattle Fire Marshal's Office or SFD Flame Test record.

Painted back-drops/signage utilizing oil based or water based paints if provided with backing materials such as backing material must be flame retardant.

Materials used for outdoor ground coverings, such as beauty bark, shredded tires must be flame retardant.

The use of oilcloth, tarpaper, sisal paper, nylon, Orlon and certain other synthetic materials that cannot be made flame resistant is strictly prohibited.

Items which are not rendered flame retardant via treatment or those which are not accompanied by a valid Flame Certificate must be treated with a flame retardant product or they shall be removed, if the item(s) is unable to be removed from the show floor prior to the showing opening, the show doors may be held and/or the vendor/exhibitor's booth may be closed!

Combustible storage

Combustible storage –repacking material, etc. is prohibited throughout the public assembly area. This includes areas in and behind individual booth spaces. NOTE: Small amounts of brochures and other literature for distribution may be stored under tables fronting the booth space when approved by a representative of the Fire Marshal's Office.