

New Orleans Fire Department  
317 Decatur St. N.O. LA



Fire Prevention Division  
(504) 658-4770 fax (504) 656-7851

**MINIMUM REQUIREMENTS  
FOR SINGLE LEVEL COVERED EXHIBITS OR MULTI-LEVEL EXHIBITS**

1. Plans shall indicate if exhibit is multi-level or is covered with a ceiling.
2. No multi-level exhibit or exhibit covered with a ceiling shall be greater than **300** square feet, unless it is protected by an automatic sprinkler system as per NFPA 101 (Life Safety Code).
3. No multi-level exhibit shall be greater than **two** levels.
4. All multi-level exhibits must have a UL approved battery powered smoke detector within the exhibit area on each level that emits alarms audible outside the enclosed or covered area.
5. All multi-level exhibits with closed sides must have electrical powered ventilation for 1<sup>st</sup> and 2<sup>nd</sup> level producing a minimum of 1200 cfms.
6. All multi-level exhibits shall have at least a 4A:40BC rated fire extinguishers as per NFPA 10 guidelines.
7. All single level covered exhibits or multi-level exhibits which are **not** protected by an automatic sprinkler system, shall in addition to the previous stated requirements, also provide a **N.O.F.D. FIRE WATCH** when the exhibits are greater than **300** square feet. (The number of fire watch personnel shall be determined by the New Orleans Fire Department for each show.)

In addition to the requirements enumerated above, all exhibits must adhere to National Fire Protection Association 101 (2003 Life Safety Code), Section 12.7.4.3 and all other applicable codes and standards relative to exhibits.

New Orleans Fire Department  
317 Decatur St. N.O. LA 70130



Fire Prevention Division  
(504) 658-4771 fax (504) 565-7851

## ENCLOSED MULTI-LEVEL FLOOR PLAN REPORTING FORM

All exhibits utilizing a multiple-level booth or a booth containing an enclosed area must **submit** this form with a floor plan.

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Exhibiting Company

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Address

City/State/Zip

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Contact Person

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Phone No.

Fax No.

Booth Number \_\_\_\_\_ Booth Dimension \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_ sq. ft.

**Type of Booth:** Peninsula Island

Height of tallest piece of display material or equipment  
\_\_\_\_\_

Occupancy limit for enclosed area or second level \_\_\_\_\_ people

Square footage of enclosed area or second level \_\_\_\_\_ sq. ft.

Number of exits \_\_\_\_\_

Number of smoke detectors \_\_\_\_\_

Number and type of fire extinguisher (s) \_\_\_\_\_

**VERY IMPORTANT:** Attach a copy of the floor plan with a professional engineer's stamp of certification to this form.

Submit this form with floor plan to:

**Erika Hamm**  
**EHamm@mccno.com**