



**TO: All Vendors of Outside Events**  
**FROM: Buddy Pettry, Fire Marshal**

**The following applies to vendors who sell products or cook and/or serve food from tents, canopies and trailers: (IFC 2404)**

All vendor tents and canopies shall have an original label affixed, bearing the identification of size and fabric or material type (IFC 2404.3) and stating fire resistance certification.

All vendors using electrical devices and or appliances shall have a minimum of one (2A: 5BC) portable fire extinguisher, with an up-to-date inspection tag signed by a qualified person. The tag will display the date, company, and company contact information that inspected the extinguisher, no self-inspection allowed. Inspection date on tag must be dated within one year of use to be valid. **Exception:** If extinguisher is sealed and less than one year since purchased, then a dated proof of purchase will suffice for no more than one year.

All electrical extension cords shall be in good working condition (no exposed wiring or taped), and UL rated for the use. Electrical extension cords shall not be overloaded. (IFC 605)

- A tagged class "K" portable fire extinguisher within thirty feet of cooking device(s) (IFC 906.1), in addition to the before listed fire extinguisher (see above).
- Original and permanently affixed fire resistant tag (IFC 2404.2) on tent or canopy.
- Separation from other tents, buildings, etc., by a minimum of 20 feet (IFC 2404.15.5).
- Clearance of all combustible materials (such as hay, straw, wood shavings, and vegetation)(IFC 2404.5)
- Flammable liquids shall not be used inside tents and shall be stored in an approved manner not less than 50 feet away from tents and membrane structure (IFC 2404.17.2)
- Vendors using barbecue type grills shall have immediate access to a tagged class "K" portable fire extinguisher, within 30 feet of cooking devices. Sharing is permitted if within the 30 foot distance.

Cooking that produces grease laden vapors (i.e., frying) must be done outside of closed permanent structures, otherwise an approved type 1, UL 300 listed hood system is required. The Civitan Park (Hembree Pavilion) and the Rotary Cabin is not equipped for frying foods.

These are minimum requirements. Additional requirements may be required by the Fire Marshal or other City of Guntersville representatives in order to maintain the safety of the public and the vendors.

**Buddy Pettry**  
**Fire Marshal**

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