



North Lake Tahoe Fire Protection District

866 Oriole Way, Incline Village, NV 89451

Phone: (775) 831-0351

INTERIOR EXHIBITION AND/OR TRADE SHOW APPLICATION

APPLICANT/POINT OF CONTACT:		EMAIL:
EVENT ADDRESS:		PHONE:
CITY:	STATE:	ZIP:
NAME, DATE, TIME, & DESCRIPTION OF EVENT:		
Application fees will be based on the adopted fee schedule.		

Important Items to be Aware of When Selecting or Reusing Decorative Materials

NLTFPD will conduct a Fire and Life Safety inspection before the start of the event and during this time, evidence by way of cut sheets or labeling must be made available to the inspector concerning items listed below:

- ✓ Decorative materials. Interior wall, ceiling, and floor finishes shall be Class A rated.
- ✓ All decorative materials shall inherently be flame retardant and labeled or treated with a listed flame-retardant material.
- ✓ Smoke-generating equipment may be restricted if determined to be incompatible with smoke alarm(s).

1. General Information Checklist for applicant to submit and include on Site Plan:	Applicable or N/A
Event organizer and emergency contact name, address, email, and phone number on floor plan.	
Identify on floor plan what the normal use of the structure(s) being used is (i.e., auditorium, hotel, etc.).	
Label each room or area along the walk or course, including the type of special effects to be utilized.	
Depict the path of travel from the event building or area to the public way.	
Depict location of 2A:10-B:C Fire Extinguisher 75' max ft. distance ft. of event area on site plan.	
Depict location of cooking or use of open flames.	
Dimensions of the area being used (to include total square footage, width, and types of exits, aisles, or interior exit pathways, etc.).	
Illustrate the path of travel including the layout of any mazes, mirrors or other display items that may confuse the egress paths.	
Provide description of what will occur in each room or area, including the type of special effects to be utilized.	
Show location of exits, exit signs, accessible egress routes and emergency lighting.	
Identify fire alarm panel location, manual fire alarm boxes, and horn/strobe that will remain visible, operable, and not obstructed.	
Depict location of electrical outlets and extension cord protection.	
Show location of "NO SMOKING" signs conspicuously posted at main entrance and throughout the exhibit.	

Crowd Managers

Note: Per International Fire Code, events that involve a gathering of > 500 people, shall have Crowd Managers present.

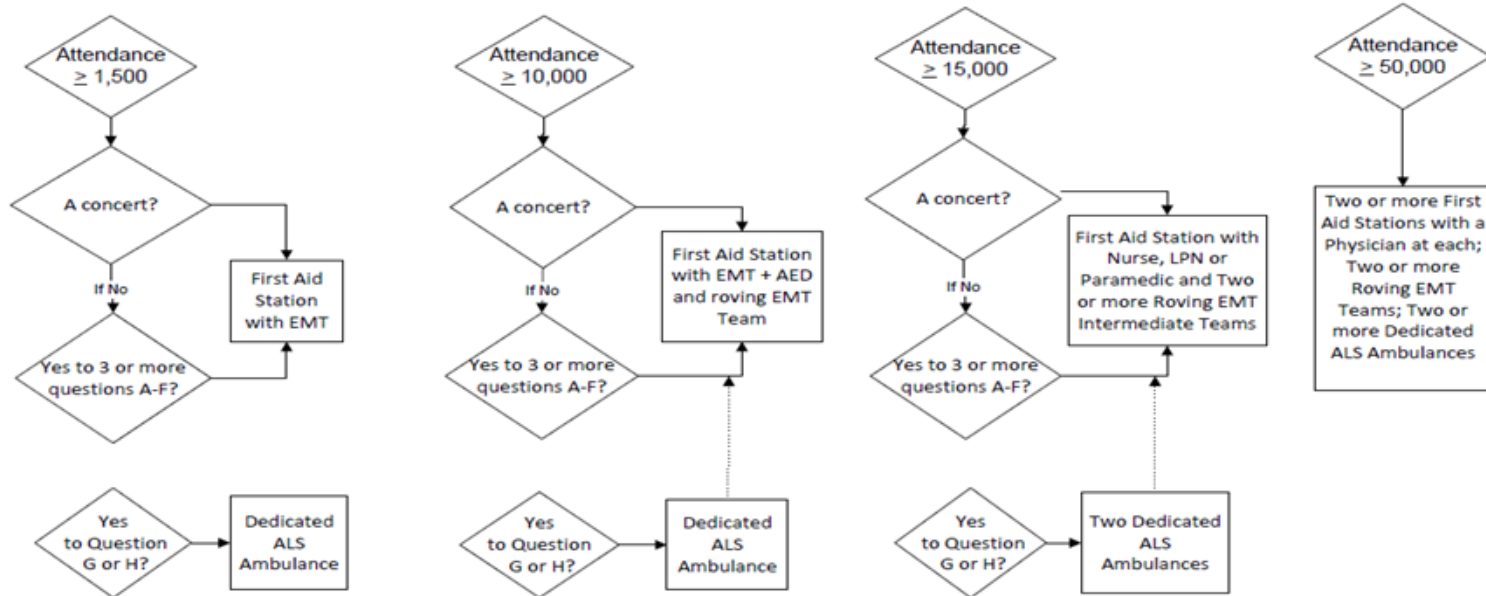
Crowd Manager(s) Name	Cell Phone Number	Driver License #	Attach Proof of Training

Crowd Managers 403.12.3.3 Duties. The duties of Crowd Managers shall include, but not be limited to:

- ✓ Conduct an inspection of the area of responsibility and identify and address any egress barriers.
- ✓ Conduct an inspection of the area of responsibility to identify and mitigate any fire hazards.
- ✓ Verify compliance with all permit conditions, including those governing pyrotechnics and other special effects.
- ✓ Direct and assist the event attendees in evacuation during an emergency and assist response personnel when requested.
- ✓ Other duties required by the fire code official and as specified in the fire safety plan.

By physically signing or electronically signing and submitting this application, I acknowledge that all work will be performed in compliance with the codes and standards adopted by North Lake Tahoe Fire Protection District. Furthermore, all work will be completed by contractors and/or employees licensed through either the Nevada State Fire Marshal Division and/or the Nevada State Contractors Board, as applicable by NAC 477.300 and NRS 624.020

SIGNATURE: _____ **DATE:** _____



QUESTIONS

- A. High-risk activities such as sports, racing, etc.?
- B. Environmental hazards or extremes of heat or cold?
- C. Average age of crowd less than 25 or greater than 50?
- D. Crowd includes large numbers of persons with acute or chronic illnesses?
- E. Crowd density presents challenges for patient access or transfer to ambulance?
- F. Alcohol to be sold at the event, or a history of alcohol or drug use by the crowd at prior events?
- G. Past history of significant number of patient contacts at the event or patients transported to area hospitals?*
- H. Event greater than 5 miles from the closest hospital?

** Significant is defined as (1) the number of patient contacts is $\geq 0.7\%$ of the total number of attendees, or (2) transport rate to hospital by ambulance or private vehicle is $\geq 15\%$ of total patient contacts

DEFINITIONS

First Aid Station: Fixed location on site staffed by at least one Emergency Medical Technician or a person with a higher skill level capable of providing emergency medical care within their proscribed scope of practice.

Roving EMT Team: team of two or more personnel at the basic or EMT Intermediate level with treatment supplies to provide emergency medical care.

Dedicated ALS Ambulance: An Advanced Life Support ambulance staffed by a Paramedic and Intermediate EMT, or personnel with a higher skill level, and capable of providing transport of patients, but which will immediately respond back to the event site.