



### Special Events - **Vendor** Fire Safety Checklist

Name (Please print): \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**This checklist is to be completed by each vendor operating at a special event within the West Howe Sound Fire Protection District and a copy given to the event organizer for submission to the Gibsons Fire Department.**

**Commercial cooking appliances used to cook, sell or offer food wares and mobile food trucks require separate individual inspection/approvals. Please contact the Gibsons Fire Department well in advance of the event at 604-886-6870 for further information.**

- A completed copy of this fire safety checklist must be maintained on site with each booth/vendor and available to the fire department upon request.
- A multi-purpose portable fire extinguisher having a minimum rating of 2A and 10BC is readily accessible and visual at all times for each individual vendor who has any sort of cooking/food preparation or operates a generator or other fuel-fired appliance. (Maintenance inspections must be current).
- Absolutely no open flame is permitted under any combustible canopy/tent/cover.
- Smoking is not permitted under any combustible canopy/tent/cover.
- All electrical cords, devices and/or appliances are approved for use in Canada (ULC, CSA etc.), and are rated sufficiently for the expected loading.
- Do not block access to a fire hydrant (minimum 3m radius clearance to all fire hydrants).
- Do not park in or obstruct a fire department access route (6m fire routes must be maintained on roadways, access ways etc.).
- Flammable and/or combustible liquids must be kept in approved, closed containers at all times.
- Propane tank installations with a total capacity exceeding 20 lbs (9kg) must be installed by a qualified technician.
- Combustible refuse is not permitted to accumulate in quantities or locations that may present a fire hazard.

**The undersigned acknowledges responsibility to comply with all conditions and regulations contained herein.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*NOTE: For any questions or further information, please contact the Gibsons Fire Department at 604-886-6870*