



Fire Prevention Bureau  
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Administration Headquarters

## Norfolk County Fire and Rescue Services Approval Form Vendor Fire Safety Requirements

Name of Event: \_\_\_\_\_

Name of Vendor: \_\_\_\_\_ Phone #: \_\_\_\_\_

**Note:** Norfolk County requires that all vendors operating at special events ensure that they are in compliance with the following requirements prior to being permitted to set-up at the event:

- 1) **All non-cooking vendors must have, not less than a 2A10BC fire extinguisher, that has been purchased within one calendar year of the date of the event, or, that has been examined monthly and inspected annually. Vendors must present a copy of the technician’s maintenance tag or the fire extinguisher receipt of purchase to the event organizer before being permitted to set-up.**
- 2) **All cooking vendors must have, not less than a 40BC or Type K fire extinguisher, that has been purchased within one calendar year of the date of the event, or, that has been examined monthly and inspected annually. Vendors must present a copy of the technician’s maintenance tag or the fire extinguisher receipt of purchase to the event organizer before being permitted to set-up.**
- 3) **All vendors that utilize tents must present proof that the tent meets a recognized flame retardant standard (NFPA 701, CAN/ULC S109, CPAI). Vendors must present a copy of the flame retardant label to the event organizer before being permitted to set-up.**
- 4) **All tents that are larger than 60 sq. m or 645 sq. ft in aggregate area must have a building permit. Vendors operating within these large tents must present a copy of the building permit to the event organizer before being permitted to set-up.**

**By signature, the vendor certifies that they understand and will comply with the above conditions.**

Vendor Signature: ..... Date: .....