



## SAFETY & FIRE REGULATIONS

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The ACC wants to provide and maintain a venue which ensures the safety of all who enter our doors. In partnership with the City of Albuquerque Fire Marshal's Office, the ACC has adopted and will enforce applicable provisions of the Life Safety Code (LSC), the Uniform Fire Code (UFC) and the NFPA 101, Life Safety Code. The following incorporates this provision along with the Center's own rules and regulations.

1. Aisle dimensions/locations are subject to Fire Marshal approval. Aisles must be a minimum of 8' wide and cross aisles must a minimum of 10' wide.
2. No exhibit booth, registration table or related material may be placed within 20' of main entrance/exit.
3. Doors, fire exits, including doors in partition walls, or access to any exit cannot be blocked or impinged upon by pipe, drape, exhibits, or other fixtures. Exit doors must be maintained in an operable condition.
4. Literature and other items cannot be stored in booth beyond what could be reasonably used in one day. Additional material must be stored in closed containers and kept in a neat and organized manner in a designated storage area.
5. Clear access must be maintained to all exits and all Center services (i.e. restrooms, concession stands, utility rooms, etc.)
6. Carpet runners or show carpet installed over the Center's permanent carpet is prohibited without the prior written approval of the Center.
7. Clear access must be maintained to all exits and all Center services (i.e. restrooms, concession stands, utility rooms, etc.)
8. Exhibit booths shall be constructed of noncombustible or limited combustible materials. Pipe and drape shall be fire retardant and shall not ignite and spread over the surface when exposed to open flame.
9. Vehicle displays shall conform to the following regulation:
  - Fuel tank openings shall be locked and sealed in an approved manner
  - Fueling and defueling is prohibited
  - Fuel in the fuel tank shall not exceed one-quarter (1/4) of the tank capacity or five (5) gallons, whichever is less
  - Vehicles shall not be moved during show hours
  - Battery terminals shall be disconnected and taped off with a non-metallic tape
10. Show carpet will be properly stretched to eliminate uneven walking surfaces; and secured at edges and seams with double-sided gaffer's or other professional tape. Transitions between carpet and bare floor will also be taped down to minimize tripping hazard. Carpet overlap in show areas may not exceed two layers.
11. Wherever possible, cords should run in non-traffic areas; and when run across traffic areas on or under carpet, taped down and marked with caution tape.
12. Candles and other open-flame decorative lighting shall not be used without advance written approval from the Fire Marshall. (Pre-approved candles can be rented through Aramark)

13. Compressed flammable gasses, flammable/combustible liquids and hazardous chemicals are prohibited.
14. The Fire Marshal has the discretion to mandate on-site fire inspectors and/or emergency personnel in the name of public safety. Licensee is responsible for paying fees associated with this staffing directly to the City of Albuquerque Fire Marshal's Office.
15. Do not exceed the capacity of the electrical connection ordered and provided. Only UL-approved, grounded extension cords may be used for electrical connections. These cords can be ordered through the Center.
16. Extinguishers are required every 75 feet on the exhibit floor. Minimum rating of fire extinguishers shall be 3A40BC type.
17. The use of pyrotechnics or fireworks within the Albuquerque Convention Center is strictly regulated by the City of Albuquerque's Fire Marshal's Office and the Center's Rules & Regulations. These guidelines are designed to ensure the safety of all your staff, the ACC staff, attendees and visitors, as well as protecting the structural integrity of the Center. The use of pyrotechnics or fireworks shall not be allowed in the Center without the expressed, written approval of the Fire Marshall. Please contact the City of Albuquerque's Fire Marshal's Office for additional information and required permits.
18. Tents and canopies cannot exceed 300 square feet without the written approval of the Fire Marshall.
19. Operation or demonstrations of natural gas powered equipment is limited to no more than ten (10) minutes per hour.

If you have any questions regarding these safety and fire regulations or to address a specific need of your event, please contact:

**ALBUQUERQUE FIRE MARSHAL'S OFFICE**

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Albuquerque, NM 87124  
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