



Lancaster Fire Department
1596 East Main
Lancaster, Ohio 43130
740-687-6640



Lancaster Building Department
121 East Chestnut Street
Lancaster, Ohio 43130
740-687-6649

TRANSIENT MERCHANTS VENDORS & EXHIBITORS

REQUIRED SAFETY INSPECTIONS

The Lancaster Fire Department and the Certified Building Department are requiring a fire and electrical inspection of your facilities prior to serving the public to ensure compliance to all safety regulations as per O.R.C. and City Ordinances.

All booths, concessions and vendors shall comply with the following:

Tents: A permit is required for all tents exceeding 200-square feet and all canopies exceeding 400-square feet. Smoking is prohibited. Cooking is not permitted inside of tents without written permission of the fire official. There is no charge for the permit.

Fire Extinguisher(s): Each booth & concession area shall have a minimum 10 lb. 4A, 60-B:C securely mounted fire-extinguisher that has been tested and tagged by a licensed fire-protection company within the previous 12-month period. If a UL 300 hood suppression system is in use, a K-type fire extinguisher is required.

LP Gas: All L.P. tank connections shall be made with "fittings approved for gas line use" and be secured in an approved manner. Spare or used tanks must remain outdoors and secured at all times. Gas lines should be checked and tested by the vendor prior to use each day of the event.

Cooking Hood: Each concession area utilizing a cooking hood system shall be clean and free of grease. Hoods containing a fire-suppression system shall have suppression serviced and tagged at 6-month intervals. All tanks must be secured.

Electrical Requirements

- **Lighting:** All lights shall have guards. Fluorescent tubes may be equipped with tube guards.
- **Temporary wiring:** No individual strand wires, open wire with pin or porcelain socket lights. All festoon lighting must be part of an Underwriters Laboratory (UL) listed cord assembly rated for the use.
- **Physical Damage:** All lights, cords and disconnects must be protected from physical damage.
- **Receptacles:** All outlets shall be **GFCI protected**.
- **Extension cords:** Cords used in concessions must be kept off the ground or be minimum 12-gauge type **SOW, SJOW, SJEOW** that are (UL) listed for wet locations. All receptacles & plugs must be kept off the ground.
- **Cord Ends:** All cables entering plugs must fully extend into the plug or connector. Cord ends shall clamp on the cable jacket, not the conductors.
- **Concession Booths:** Concession booths shall have cable providing **EQUIPMENT GROUND**.
- **Electric Service:** All tents & concessions shall be equipped with a fused disconnect or circuit breaker disconnect (A multi-outlet strip with a plug and built-in circuit breaker may be used on 120 volt single circuit feed). All electric hookups require weatherization #12 gauge minimum **SOW, SOOW, or SJOW** type cable.

Wiring must be sized as follows:

<u>Booth or Concession</u>		<u>Wire Size & Type</u>
10 to 20 amp, 120-volt circuit	use	12/3 SOW or SOOW (one (1) hot)
25 to 30 amp, 120-volt circuit	use	10/3 SOW or SOOW (one (1) hot)
25 to 30 amp, 240-volt circuit	use	10/4 SOW or SOOW (two (2) hots)
35 to 60 amp, 240-volt circuit	use	6/4 SOW or SOOW (two (2) hots)
Over 60 amp, 240-volt circuit	use	Four (4) single conductor wires #2 or larger, type SOW or SOOW

Electric Service connections found unsafe will be disconnected. City not responsible for damaged food products due to unsafe electrical hazardous conditions.

Approval: A green "**Approved**" tag will be placed at the point of connection.

Not Approved: A red "**Not Approved**" tag will be placed at the point of connection. You are not permitted to energize the power or open for business if a "Not Approved" tag is present. The vendor must make the appropriate corrections and be re-inspected. Only the inspector may remove the "Not Approved" tag.

Fairfield County Fair- Inspectors will be on the grounds to provide inspections on the following days:

Wednesday prior to fair opening:	2 pm to 4pm
Thursday & Friday prior to fair opening:	1 pm to 4pm
Saturday day before fair opening:	3 pm to 6 pm
Sunday – opening day	9 am to ?

It is highly recommended your inspection be completed and approved by the Saturday prior to opening day.

All Other Events- Call the numbers below two (2)-working days before the event is to start.

Call These Numbers If You Have Questions

Gas & Fire Regulations

Lancaster Fire Department 740-687-6640

Electrical Regulations

Certified Building Department 740-687-6649

These are minimum requirements and additional items may apply at the time of inspection. You must receive an inspection and approval prior to opening to the public.