

Dear Applicant,

A fire permit is required to have an a open flame or an open flame performance in a place of assembly or other commercial use. This includes shows, acts, candles, torches, band special effects, or any other use of open flame. Minor hazards have lesser conditions, contact the Fire Prevention office. Pyrotechnics require a special permit and are not covered here.

In order to obtain a permit, complete all required forms and strictly follow all listed safety procedures in this document.

- Step 1:** Complete the application (Form 1) and pay the permit fee of \$30.00.
- Step 2.** Obtain and submit the information to meet the ten (10) items below.
- Step 3.** Contact this office to demonstrate the flame-effect prior to the first show
- Step 4:** Confirm that an approved fire watch will be on-site.

Flame Effect Certifications and Drawings Required: (include with application)

1. Stage curtain flame-resistance documentation as applicable (treated fabrics must have a detailed treatment report attached and a field test will be required.)
2. Approved certification data on any devices. Provide MSDS, manufacturer data, or design data for each effect, material, substance, or device.
3. Training certificates for fire extinguisher operators as applicable.
4. Drawings of the show area to scale. The affected areas must be sketched in detail. Provide drawings to show all required safety clearances and room sizes
5. Approvals and details on flammable / hazardous storage containers or cabinets.
6. Fire extinguisher approvals (submit copies of the inspection tags).
7. Copy of your emergency plans and procedures.
8. Contact information and the experience / training of the flame-effect operator and assistants.
9. Documents to answer all requirements listed elsewhere in this document.
10. Any other information that will assist in granting approval and for the safety of the public.

Flame - Effect Permit Application

Property owner / phone: _____

Venue name: _____

Address: _____

Date and time of effect: _____

Show technician(s) / contact info: _____

Description of the effect: _____

The area(s) affected by the flame effect: _____

The location of the audience: _____

Ceiling height: _____ Clearance between flame and ceiling: _____

Fuels used and their amounts: _____

Storage method and holding area for the fuel: _____

Method to control any combustible material in the affected area: _____

Fire protection features: _____

Name and age of person performing the act: _____

Number of times each flame effect will be used: _____

Experience of person operating the flame effect: _____

Important Note: This form may be used as a framework for an alternate submittal if all required data and certifications are included. Narratives may be used. If more space is required, use the back of this form or additional paper.

Operational Requirements

The following is required per NFPA 160:

- a. all flame effect materials not in use or connected for use must be stored in absolute minimum quantities in approved safety containers or cabinets.
- b. All flame effect materials and devices removed from safe storage immediately prior to use shall be stored in an approved holding area.
- c. flame effect devices must be approved by a listed agency, registered engineer or the FD.
- d. flame effect operators must be minimum 21 years of age.
- e. flame effect devices must be fail-safe and non-combustible or flame-retardant
- f. all performers and support personnel shall be advised of the potentially hazardous operation.
- g. performers and operators shall wear flame-resistant clothing if exposed to the flame effect

Manually controlled flame effects must have one or more of the following emergency procedures in place.

- a. a manual, approved fuel shut-off device
- b. a manual power shut-off
- c. an approved fire containment device that can be securely closed
- d. other approved method

Automatic controlled flame effects and Class II through Class VII flame effects must follow this document as applicable and the requirements of NFPA 160, current edition. If you are not familiar with NFPA 160, you have no authorization to use higher-classed flame effects.

Minimum Fire Protection Required:

- a. any existing fire protection must be maintained and ready for use
- b. provide at least one 2-A rated water unit and one 10-BC extinguisher on each side of the stage.
- c. stand-by fire personnel, strictly dedicated to emergency service, must stand by the fire extinguishers during the flame-effect.
- d. stand-by fire personnel may be trained employees, if acceptable to the Fire Prevention Office.

Fire watch required - **Do not** start the act without a permit and approved fire watcher from the Allentown Fire Department, unless a waiver to use private fire watchers has been granted.

Fire Prevention Office: 610-437-7758
Fire FAX: 610-437-8781
Fire Marshal's Office: 610-437-7788
Allentown Communications: 610-437-7751
Fire Emergency: **911**