



City of Fairborn Fire Dept.  
44 W. Hebble Avenue  
Fairborn, OH 45324  
P: 937.754.3080  
F: 937.879.2201

Ryan Williams  
Fire Chief

---

## VENDOR SAFETY REQUIREMENTS

The City of Fairborn Fire Department (FFD) would like to provide *Vendor Safety Requirements* for all public events held within the City of Fairborn. These guidelines apply to all vendors who participate in any event.

All mobile food units will be subject to a fire safety inspection in accordance with Ohio Fire Code rule 3 and all applicable reference standards. A mobile food unit is defined as any apparatus or equipment that is used to cook, prepare, or serve food, and that routinely changes or can change location and is operated from a moveable vehicle or apparatus, including but not limited to motorized vehicles, trailers, and hand propelled carts.

1. All tents or membrane structures and their appurtenances shall be adequately roped, braced, and anchored to withstand the elements of weather and prevent against collapsing. Documentation of structural stability shall be furnished to the fire code official on request.
2. Open flame or other devices emitting flame, fire, or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet (6096 mm) of the tent or membrane structures while open to the public unless approved by the fire code official.
3. Cooking with gasoline is prohibited.
4. All electrical and mechanical equipment shall be kept in good working order and not produce an electrical or fire hazard.
5. All LPG installations shall comply with the Ohio Fire Code and referenced standards.
6. All personnel working in the booth shall be familiar with the proper use and basic safety issues concerning the LPG gas cylinders.
7. **Each booth shall have or be equipped with an approved fire extinguisher having a minimum rating of 5-pound ABC.** Activation of cooking equipment shall not begin until an approved fire extinguisher is present in the cooking booth. The fire extinguisher shall be displayed in a conspicuous location and readily accessible. The fire extinguisher shall also be fully charged and have been serviced within the last 12 months.
8. Operations such as warming of foods, cooking demonstrations and similar operations that use solid flammables, butane or other similar devices which do not pose an ignition hazard, inside a tent or membrane structure shall be approved by the fire code official.
9. Tents with sidewalls or drops where cooking is performed shall be separated from other tents or membrane structures by not less than 20 feet (6096 mm) and shall be inspected approved by the fire code official.
10. Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within 20 feet (6096 mm) of a tent or membrane structure.

11. Cooking and heating equipment shall not be located within 10 feet (3048 mm) of exits or combustible materials.
12. Unattended cooking operations shall not be permitted.
13. All cooking equipment and open flames shall be turned off and/or extinguished when the event ends each day.
14. All charcoal grills shall be equipped with a non-combustible ash collector underneath the fire pit.
15. Live ashes shall not be permitted to fall on the ground. The ashes shall be placed into a non-combustible metal container with a tight-fitting lid.
16. Charcoal and charcoal lighter shall not be stored under the cooking grill.
17. Trash and other combustible waste material shall not be permitted to accumulate within the booth and/or around the booth.
18. The sidewalk area behind the booths shall be free of **ALL** storage and materials.
19. The use of extension cords shall be kept to a minimum. The cords shall be listed for outdoor use and shall be properly sized for their function. These cords shall also be protected against physical damage from both vehicles and pedestrians. Copper conductors shall not be visible through the insulation. Damage to the copper conductor insulation shall not be repaired and the extension cord shall be removed.
20. Generators and other internal combustion power sources shall be separated from tents or membrane structures by not less than 20 feet (6096 mm) and shall be isolated from contact with the public by fencing, enclosure, or other approved means.
21. All inflatable devices shall be adequately roped, braced, and anchored to withstand the elements of weather and prevent against collapsing and subject to inspection by the fire code official or representative.
22. Inflatable devices will not be used in winds over 25 mph.

**If there are any questions about the guidelines, please contact the City of Fairborn Fire Department at (937) 754-3080**