



## 2024 FIRING NOTIFICATION FORM

Exhibitors must notify Show Management of their intent to fire an appliance during the exposition. Due to the necessity of submitting requests to the Charlotte Convention Center and the State of North Carolina Fire Marshall for approval, exhibitors must complete this form, comply with all rules and regulations, and supply all necessary information no later than **Friday, March 1, 2024.**

- ✓ Exhibitor must have documentation certifying that the appliance is safety tested in accordance with all applicable standards and listed for the intended use of the appliances.
- ✓ All appliances must be installed in accordance with all applicable local codes and according to the owner’s manual. Exhibitor must have copies of the owner’s manual on premises for the appliances being demonstrated. Charlotte uses the following codes: NFPA 54, NFPA 58, Life Safety Code 101
- ✓ Each appliance must have a shut off valve within 3 feet of the appliance and readily accessible. The shut off valve must be closed at the end of each business day.
- ✓ Under no conditions shall LP-Gas containers of more than five pounds be permitted in an exhibit or display. Containers with LP-Gas must be placed at least twenty feet apart from one another. All cylinder valves must be closed at the end of each business day.
- ✓ Exhibitors must have an ABC fire extinguisher and designated booth personnel to operate the fire extinguisher.
- ✓ No storage of combustible materials will be permitted in the Exhibit Hall.
- ✓ Charlotte Convention Center and Show Management will perform periodic inspections throughout the show for the purpose of ensuring proper operations and safeguards are in place. Charlotte Convention Center and/or Show Management reserve the right to require any exhibitor to discontinue firing appliances.

### Important Note

**Charlotte Convention Center REQUIRES a diagram of your booth set up, with location of appliances, to be submitted with this application. The completed application is due no later than Friday, March 1, 2024. Email to [expo@npga.org](mailto:expo@npga.org)**

Exhibiting Company: _____	Booth Number: _____
Contact: _____	Email Address: _____
Phone: _____	Fax: _____
Description of Appliance(s) (include model number and BTU/hour):	
_____	
_____	
_____	