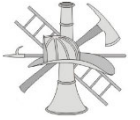


WEST FARGO



FIRE DEPARTMENT



Pre-Inspection Checklist

(For Event Coordinator)

NOTE: The below is a list of a few items to review while setting up before the final inspection. This list is not a complete list, other violations may occur during inspection for the permit.

- Adequate number of fire extinguishers (depends on event)
- Fabric/Barriers to be used on walls or to split the event into sections (UL approved fire resistant)
- Extension cords shall have hard cover protection through aisles/exits (no tape)
 - Limited extension cord usage (no cord to cord)
- Flame devices shall be stated in the permit and shall be available for inspection (candles, torches, etc)
- Occupant Load shall be posted at Main Entrance to event
 - A counter shall keep track of attendees. (Limited to max allowable occupancy)
 - Event will be shut down if attendance is greater than posted Occupant Load.
- All exits shall be visible and have clear access.
- Fireworks/pyrotechnics – Not allowed (separate permit required)