



UNIVERSAL CITY FIRE MARSHAL'S OFFICE

BEXAR COUNTY

OUTDOOR EVENT / TEMPORARY FOOD VENDORS **PERMIT**

NAME OF EVENT: _____	COMPANY/VENDOR NAME: _____
ADDRESS OF EVENT: _____	CONTACT NAME: _____
DATE(S) OF EVENT: _____	CONTACT PHONE #: _____
INSPECTION DATE: _____	INSPECTION TIME: _____

FIRE CODE REQUIREMENTS FOR FOOD & OUTDOOR VENDORS

The City of Universal City Fire Marshal's Office has established the following requirements and criteria for all vendor booths.

- Yes No 1. Are you a 501.c.3 Organization?
- Yes No 2. Will you be using a tent / Canopy?
- **All canopies or tents must be fire rated (a minimum of CPAI-84 fire rated). See page 2 for instructions.**
- Yes No 3. Will you be using a heat producing device OR an open flame device?
- **All booths with any type of heat-producing or open flame cooking devices (grill, fryer, etc.) must have at least one (1) 3A:40BC rated fire extinguisher.**
- Yes No 4. Will you be frying in grease or cooking meats that produce grease (beef, chicken, pork)?
- **Booths that are deep frying any food (french fries, funnel cakes, etc.) must have at least one (1) 3A:40BC rated fire extinguisher and a "Class K" fire extinguisher.**
- Yes No 5. Will you be using a generator?
- **All booths with any type of fuel-fired generator must have at least one (1) 3A:40BC rated fire extinguisher.**

If the answer is "NO" to questions 1-5, then a fire inspection is not required.

I acknowledge that I have read and meet all the above requirements (Signature) _____

If there are questions regarding these requirements, please contact an Inspector from the Universal City Fire Marshal's Office at 210-659-0333 Ext. 788

See next page for more Guidelines

FOR OFFICE USE ONLY

Number of Booths: _____	Inspectors Initials: _____
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TEMPORARY OUTDOOR EVENT / FOOD VENDOR CHECKLIST



Mobile Food Vehicles (MFV's) equipped with a gasoline, diesel or electric generator, propane or compressed natural gas, Type I exhaust hood with or without a fire suppression system, or a solid fueled cooking device shall be inspected by the Fire Department after each set-up or at least annually. The following is a fire inspection checklist that has been derived from the 2015 International Fire Code to assist you in preparing for your inspection.

Review each item as you check your MFV for compliance prior to the Fire Marshal's arrival.



Extinguisher Requirements

All cooking vendors are required to have at least one extinguisher.
At least one class "ABC" extinguisher with a minimum of a 3A-40BC rating.
Fire extinguisher can be purchased at Lowes, Home Depot or Walmart.
Tape sales receipt to the outside of the extinguisher.

- Visible current inspection tag (sales receipt) inspected by a licensed inspector.
- Fully charged (gauge indicates full)
- Located within 10 feet of cooking equipment.

Does your cooking operation produce grease-laden vapors? (grills, fryers, woks, etc.)
If so, in addition to the portable extinguisher listed above, your operation requires:



A "Class K" rated portable extinguisher.

- With a current inspection tag.
- It must be properly secured and Fully Charged (gauge indicates full)
- Located with 10 feet of commercial type cooking equipment or frying equipment.



Compressed Gas

LP/Propane cylinders must be properly secured and remain secured at all time

- Must be stored on the exterior of the vehicle.
- Must be secured to a fixed object.
- Minimum of 10-foot clearance between other vehicles or other combustible materials.

Emergency Egress

The means of egress (aisle or walkway) must remain unobstructed at all times

Miscellaneous

- Multi-plugs are prohibited.
- All wiring must be in good working condition and all switches, outlets and junction boxes must have covers.
- Use power strips with overcurrent protection (built-in circuit breakers) are acceptable.
- All vendors who are cooking with charcoal, wood or gas must do so in a safe and responsible manner.
- General Housekeeping – All areas must be free from trash and grease build-up.

Tents / Canopy

WARNING
KEEP ALL FLAME AND HEAT SOURCES
AWAY FROM THE TENT FABRIC.
This tent is made with flame retardant fabric which meets
CPSC specifications for use around the home and
but it is not fireproof. Do not use open flames
near the tent. Do not use candles, incense, or
other open flames near the tent. Do not use
any electrical equipment near the tent.
Do not use the tent as a sleeping quarters.
Read the instructions and follow the instructions
carefully at all times.

All tents and canopies must have a fire-retardant label on it.

This checklist only covers some of the most common concerns with mobile food vendors, but additional codes with the 2015 International Fire Code and the NFPA Standards are subject to inspection. This checklist does not include Health Department, Building Department, Licensing or State vehicle and trailer inspection and safety regulations. If you have any questions about these or other requirements, please call the Universal City Fire Marshal office.