

# CLAY & FEST

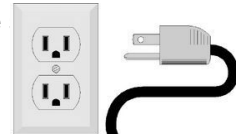
## Mandatory Electrical Equipment and Configuration

It is critical that you read and understand the following electrical guidelines before you set up.

**The Fire Marshal requires that your lights and other electrical items be connected to the power source and each other in a specific way.** If they are not properly connected, you WILL NOT be allowed to use them.

**All booths will be inspected at 2 PM on Friday afternoon. Your booth furniture and lighting must be set up by this time.**

Those booths not in compliance with these requirements ***will not open*** with the EXTENSION CORDS MUST BE THE GROUNDED TYPE (three pronged, commercial, heavy-duty cords). Each booth is allocated **500 watts** of power for lighting — you are responsible for managing your electrical allocation.



- **“HOME” SIZED (LITTLE SKINNY) EXTENSION CORDS OF ANY KIND ARE NOT ALLOWED!**

**The diagrams on the next page explain the electrical connection requirements for setting up your booth.** These are the only **approved** methods of connecting your booth to the power supply. You **MAY ONLY USE ONE OF THESE THREE METHODS OF CONNECTION.**

Also, avoid wrapping extra electrical cord around pipe (in pipe and drape). This will not be approved by the fire marshal.

Important note: electrical is not located adjacent to each booth. You will need power strips with sufficiently long cords to reach from the power source, behind multiple booths to your booth.

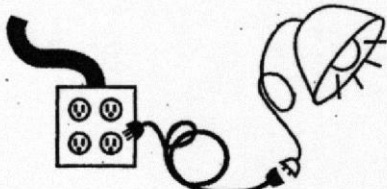
## Mandatory Fire Precautions and Equipment

- Canopies are not permitted on booths.
- If you use a backdrop, it must be flame retardant. Drapes and cloths must be certified fireproofed; labels or documentation of flame retardant are necessary. Homemade mixes are not acceptable.
- Plastics for drapes cannot be fireproofed, and cannot be used.
- Cardboard pedestals (or boxes) will be permitted ONLY if they are treated, inside and outside, with an approved flame-retardant paint.
- Table coverings do not need to be fire resistant.
- If you have any questions about fire issues, contact Building Prep Chair, not the fire department.
- Flame retardants can be purchased at National Firefighter and online.

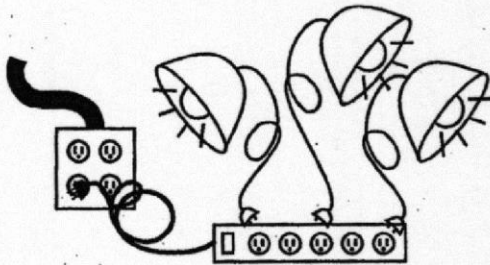
# ELECTRICAL CONNECTION REQUIREMENTS

The Fire Marshal requires that your lights and other electrical items be connected to the electricity in a specific way. If they are not properly connected, you WILL NOT be allowed to use them. All booths will be inspected.

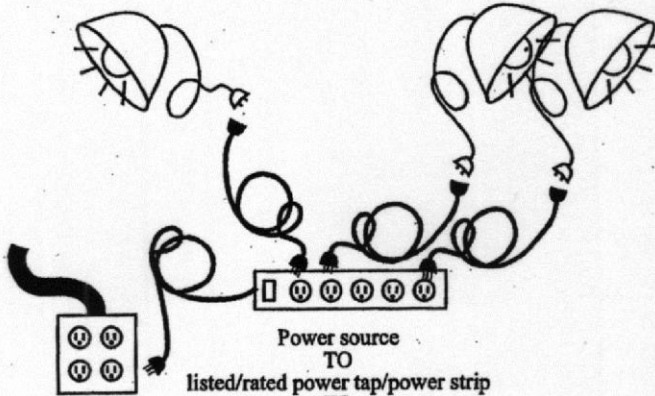
## OK!



Power source  
TO  
listed/rated extension cord (big, fat ones)  
(these are ok if they have a multi-plug end built in)  
TO  
lamp, or other electric item.

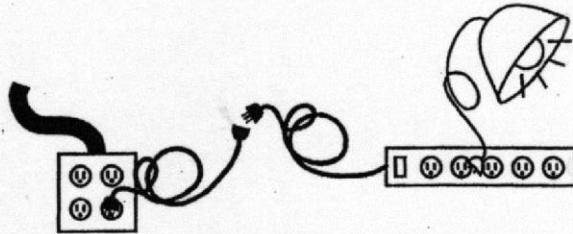


Power source  
TO  
listed/rated power tap/power strip  
TO  
lamp, or other electric item.

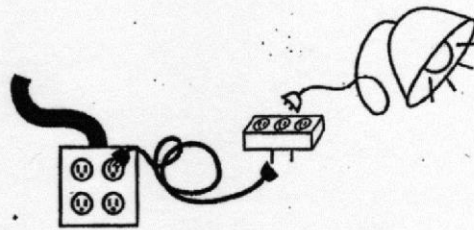


Power source  
TO  
listed/rated power tap/power strip  
TO  
listed/rated extension cord  
TO  
lamp, or other electric item.

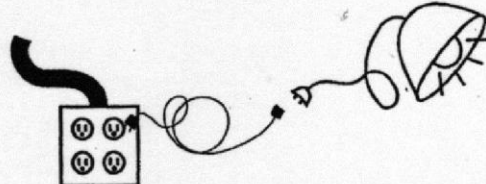
## NOT OK!



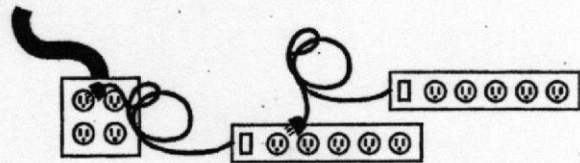
Extension cord TO power strip. Yes, we used to do it this way, but can't anymore!



Multi-plug adapter on an extension cord.



"Home" sized, little skinny extension cords of any kind at all anywhere.



Power strips plugged into each other.

Revised 2/28/07