



HIGH POINT FIRE DEPARTMENT

434 South Elm Street * High Point, North Carolina 27260 * (336) 883-3588



TO: All Showrooms, Operators, and Fire Dept Personnel
FROM: Michael E. Levins, Fire Marshal, 336-883-3276
SUBJECT: Market Fire/Life Safety

It's that time of year again where the City of High Point becomes very active with furniture showrooms and visitors. We want this week to be very profitable for the showrooms and an enjoyable experience for buyers. However, our main goal is to make this experience a safe one. To ensure the safety of all concerned, I have established some guidelines for fire safety of showrooms. These guidelines were not established to restrict the artistic endeavors of the showroom staff, but to provide a fire safe environment for neighboring showrooms and potential buyers.

1. Exits will be maintained as to provide free and unobstructed egress from all parts of the building or structure at all times. Exits will not be blocked or locked by any means. Fire doors will not be secured in the open position and will remain closed at all times.
2. Interior decorations such as, but not limited to hay, paper, foam, plastic, cloth, vegetation, vines, leaves and other similar material will not be used unless these materials have been treated with flame resistant material in compliance with NFPA 701 and 703. Proof of this treatment must be provided.
3. Fire protection/extinguishing and notification systems will not be blocked or obscured. No items will be hung or supported by fire sprinkler piping.
4. Open flame such as candles, incense, potpourri, lanterns, or fireplaces will not be utilized without advance approval from the Fire Prevention Bureau.
5. Smoking is authorized in designated areas only. Smoking is not permitted in hallways and stairwells.
6. All showroom operators and guest should be aware of fire safety and fire notification procedures.
7. Trash and discarded material such as boxes and packing material will be removed at the earliest possible time.
8. Fire lanes, hydrants, standpipes, fire department connections, pull stations, fire extinguishers and emergency notification devices should be maintained clear and unobstructed.
9. No construction should take place without proper permitting through Building Inspections. Please contact Building Inspections at 336-883-3328 prior to installing tents.
10. The erection of tents or canopies may require permits from Building Inspections. Please contact Building Inspections at 336-883-3328 prior to installing tents.
11. Insure all fire extinguishers are serviceable (tagged within 1 year) and installed.

I appreciate the cooperation from all concerned and wish all a fire safe market. Please feel free to contact me or my office at 336-883-3276 if you have any questions or concerns.

Michael E. Levins
Fire Marshal
City of High Point