



Dearest Exhibitors,

Thank you again for your registration for the upcoming Denver Public Schools 8th Grade Career Fair. The Career Fair helps students explore and plan their future and serves as a transitional link between ICAP (Individual Career and Academic Plans) activities that begin in the 6th grade and the more structured guidance curriculum students will fulfill in high school.

For those Exhibitors showcasing display vehicles, please ensure that you and your team read the following guidelines.

Tuesday, November 6, 2018, please arrive between 6:45 AM and 7:00 am the day of the event so you can get your vehicles parked before the other exhibitors arrive.

The **floor load capacity** for the National Western Complex is **125 pounds/square foot**. Your vehicle may not exceed this limit. The floor of the complex is cement. Vehicles that might damage the floor are not permitted. This would **include but is not limited** to vehicles with steel or metal track, studded tires and tires with traction enhancing devices (e.g. chains).

[Please read and follow the information below regarding safety regulations during the fair.](#)

Exhibitors with Vehicles

As part of the protocol for Exhibitor Vehicles using Flammable/Combustible Liquid or Gas Fuels at the National Western Complex, the following are guidelines that must be strictly adhered to as general life-safety requirements of the Denver Fire Prevention and Investigation Division:

1. At least one (1) 'fire-detail' firefighter, as required by the Fire Prevention and Investigation Division, shall be on duty during the move-in of vehicles that are integral to the exhibitor display.
2. The **maximum amount of gasoline or diesel is 1/4 tank**, not to exceed 5 gallons per vehicle. The gas filler tube cap shall be locked or securely taped shut. (UFC 2505.1)
3. Fuel systems shall be inspected for leaks. No vehicle shall be displayed in a way

- that may cause fuel to leak from vehicle. (UFC 2505.1)
4. Any vehicles/equipment leaking flammables shall be reported immediately to the firefighter on duty. If the leak cannot be immediately stopped, the vehicle/equipment may be required to be removed from inside the building immediately.
 5. There shall be no repair work done on vehicles/equipment while inside the building.
 6. There shall be no refueling or defueling of vehicles/equipment inside the building or outside the exhibit facilities. (UFC 2505.1)
 7. There shall be no storage of flammables/combustible liquids inside the building, other than the amount of liquid allowed for the fuel tank. There shall be no storage of flammable gasses inside the building. (UFC 2505.1)
 8. There shall be an adequate number of fire extinguishers (2A-10:BC) on hand, in and around the display area.
 9. The starting of internal combustion engines shall not be permitted other than during the move-in and move-out stages.
 10. Vehicles shall not be moved during show hours.
 - 11. The negative post of the battery of each exhibitor display vehicle shall be disconnected at all times, other than during move-in and move-out.**
 12. ALL vehicles using compressed flammable gases for fuel will have fuel source shut-off at the tank.
 13. LPG (propane) tanks may NOT intentionally be vented to the atmosphere with any building on any City and County of Denver property or right of way, or public way.
 14. Propane bottles or tanks must be removed from the vehicle before being brought into the exhibit; or if the propane tank/bottle is new and has never contained LPG, or is used and has been professionally purged, may be allowed into the exhibit with a letter from the exhibitor to the Fire Prevention and Investigation Chief, certifying that the container is gas-free.
 15. The on-site use of flammable or combustible liquids for cleaning, polishing, or enhancing appearance of the exhibitor display vehicles is prohibited.
 16. ANY exhibitor vehicle in the building for the purpose of unloading of exhibit material or equipment from the vehicle must be emptied and removed from the building as soon as possible.
 17. These regulations shall be issued by show management to all participants who will be exhibiting or using vehicles on the premises, PRIOR to move-in of the event.
 18. The practice of 'staging' move-out vehicles within the building during times the facility is open to the public is not allowed.
 19. Vehicles may be used in other areas of the building to deliver equipment or stock required for the set-up of move-out of other events during public hours in accordance with all provisions of this section.

Thank you again for your registration for the upcoming Denver Public Schools 8th Grade Career Fair. If you have any additional questions and, or concerns, please contact me at any of the numbers below. We look forward to seeing you on Tuesday,

November 6, 2018.

Respectfully,

LaTasha Baldwin
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