



FIRE DEPARTMENT
Chief David Grunes

55 The Great Road
Bedford, MA 01730-2196
Phone 781-275- 7262
Fax 781-275-3834

Fair and Special Outdoor Event Requirements

The Commonwealth of Massachusetts Fire Prevention Regulations provide certain regulatory requirements for the safe operation of concession stands at a fairground. These are not all encompassing as the Town of Bedford and Department of Public Health also have certain regulations that are applicable.

All outdoor events requiring a permit, booths, concession stands and fairground displays that they are responsible for complying with the applicable regulations and the safety in their allocated space.

Life Safety Evaluation: (Conditions to be Assessed).

_____ - Life safety evaluations shall include an assessment of all of the following conditions and related appropriate safety preparations and measures in place at the event:

- (1) Nature of the events and the participants and attendees
- (2) Access and egress movement, including crowd density problems
- (3) Medical emergencies
- (4) Fire hazards
- (5) Permanent and temporary structural systems
- (6) Severe weather conditions
- (8) Civil or other disturbances

All Booths:

_____ - Trip Hazards should be identified and protected, for example brightly colored tape or ribbon on support ropes for tents, duct tape or rated covering over extension cords, boxes should not be in path of travel, etc....

_____ - General cleanliness and free from clutter obstructing access/egress

Booths with Electricity (all of the above and):

_____ - Care should be taken not to overload circuits.

_____ - All extension cords should be in good condition without splices, deterioration or damage

_____ - Use of multi-plug adapters should be minimized, as applicable, extension cords should serve only one portable appliance

_____ - The ampacity of the extension cord shall not be less than the rated capacity of the portable appliance

Booths with Cooking Operations (all of the above and):

_____ - Fire Extinguisher - General cooking operations – one approved Class ABC extinguisher

_____ - Fire Extinguisher – If using cooking oil fryer – additional Class K extinguisher within reach of person using fryer

_____ - As applicable approved plan to dispose of cooking grease and oils

_____ - Appropriate clearance of cooking operation from combustibles

_____ - Propane tanks above 20lbs must be permitted prior to event

_____ - Propane tanks 20lbs (normal household gas grill) or less must be secured so as not to fall over or present hazard

Vendors with questions can contact Captain Stone in Fire Prevention at (781) 275-5266 during normal business hours with questions.

POLICE DEPARTMENT

Chief of Police

2 Mudge Way
Bedford, MA 01730-2136
Phone 781-275-1212
Fax 781-275-8336

PARADE/EVENT PERMIT

(per Town of Bedford Traffic Rules & Regulations, Article V., Section 2)

Organization: _____

Address: _____

DATE OF PARADE/EVENT: _____ **ALTERNATE DATE:** _____

Purpose of Parade/Event: _____

Approximate Number of Participants: _____ Other Event(s) in Town that Day _____

Parade/Event Logistics (include safety plan, impact on roads, any closures, traffic & severe weather considerations): _____

START LOCATION *(attach route to back)*: _____ **FINISH LOCATION:** _____

BEGIN TIME: _____ **END TIME:** _____

Person in charge/Contact: _____

Home Phone: _____ Cell Phone: _____

Permit must be signed off by the Fire Dept and DPW prior to approval by the Police Department:

Fire Department Requirements: _____

Bedford Fire Department: _____ DATE: _____

Fire Chief

DPW Requirements: _____

Department of Public Works: _____ DATE: _____

DPW Director

Police Department Requirements, including police details: _____

PERMIT APPROVED: _____ DATE: _____

Chief of Police

Weather Conditions and any additional requirements to be confirmed 72 hours prior to date by calling the office of the Chief of Police at 781-275-1212