

Safety Regulations for the 2024 Calgary Home + Garden Show Occupational Health Safety (OHS) bulletin on Prime Contractor

Please sign below and scan/email back to Shannon Novak at
shannonno@mpeshows.com by **FEBRUARY 15TH, 2024.**

Please acknowledge (by checking off the box):

- I have read the OHS bulletin provided on the Exhibitor Kit page of the Calgary Home + Garden Show Website titled “**Workplace Health and Safety Bulletin.**”
- I understand I am responsible for the safety of those working within my booth.
- I will clearly indicate who the “Prime” Contractor is if asked by OHS.
- I will have completed a work place hazard assessment while working during set up and tear down at the event.
- I will ensure that any workers within my booth space working at over 3 feet will have appropriate safety restraints.
- I will only operate power tools with the appropriate safety guards.

Does your booth have...	If yes...
CANOPIES/TENTS/DRAPES	
Canopies = roof with one or no sides	10' x 10' or over, must be fire retardant <ul style="list-style-type: none"> • Tag must be accessible and/or documentation must be available
Tent = roof with two or more sides	10' x 10' or over, must: <ul style="list-style-type: none"> • Be fire retardant • Have smoke detector • Have fire extinguisher
Drapes = fabric panels on sides, top or across/above booth space excess of 50% coverage of booth	<ul style="list-style-type: none"> • Must be fire retardant • Must not be in contact with a direct heat source (i.e. non LED lighting) • Must have documentation available
Trailers/Campers/RV's = closed space surrounded by hard walls with roof	<ul style="list-style-type: none"> • Must have functioning smoke detector installed inside • Must have fire extinguisher present
COOKING/DEMONSTRATION COOKWARE/APPLIANCES	
Cooking = no grease laden vapors (oil, greases, fats or butter)	<ul style="list-style-type: none"> • Must be for commercial use only • Must have fire extinguisher present
Demonstration Cookware = pots and pans	<ul style="list-style-type: none"> • Cannot use grease laden vapors • Must have fire extinguisher present
VEHICLES/EQUIPMENT/MOTORCYCLES	
Vehicles/Equipment	<ul style="list-style-type: none"> • Must have Show Management approval prior to arriving on site • Must have no more than ¼ tank of fuel <i>or</i> no more than 20L, whichever is less. • Gas tanks must be locked or sealed • Must have an active smoke detector and fire extinguisher 2A10BC (Vehicles with

	over 9.3m ² of roofed area only <ul style="list-style-type: none"> • Must not have propane on, or in the unit
Motorcycle(s)	<ul style="list-style-type: none"> • Must have Show Management approval prior to arriving on site • Must have fire extinguisher(s) • Must have spill kit(s) • Refueling of motorcycles must be conducted outside
MISCELLANEOUS/OTHER	
Candles = open flame	Must have a one inch barrier around and above the top of the flame
Propane	Must be stored outdoors
Fresh Cut Trees = cannot be used for display after 14 days from being cut	<ul style="list-style-type: none"> • Must have fire retardant tag with proof of cut date • Must be kept watered

Contact Name _____

Company Name _____

Booth Number _____ Phone _____

Prime Contractor (refer to pg. 2 of the Health & Safety Bulletin in the Exhibitor Kit regarding the Prime Contractor)

I, _____ have read and understand the rules of the Workplace Health and Safety Bulletin and the statements above.

Signature

Date