

Checklist for Decorations

Please make sure that you can check “yes” to all of these

- All decorations and displays are flameproof or fire retardant.
 - Decorations do not obstruct sprinkler systems, access to fire extinguishers or fire alarm pull stations.
 - Decorations do not intrude into or block minimum width of exit hallways.
 - Exit doors are kept unlocked when the building is occupied.
 - Occupant load limitations are strictly observed.
 - Internally lit exit signs are illuminated at all times when the building is occupied.
 - All electrical cords and lights carry the label of Underwriters laboratory.
 - Electrical cords and lights are carefully inspected before use for cracks, area of wear, or electrical shorts.
 - Decorative lighting is turned off when the premises are unoccupied.
- Only heavy duty extension cords are used for holiday lighting, and they are not overloaded.
 - Decorations placed next to lit candles are fire retardant.
 - Candles are placed in holders that won't tip or burn.
 - Packaging debris and other combustible materials is confined to approved, covered containers.
 - Materials that will burn are kept at least 24 inches from any heat source.
 - Stairways and stairway landings are free from storage of any type.

If you have any questions about the above materials, please contact the **Dixon Fire Department** for more information.



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Fire Safety for Businesses

Requirements for Indoor Greenery

Candles



Dixon Fire Department
205 Ford Way
Dixon, Ca 95620
Phone: 707-678-7060
Fax: 707-678-4251

Decorations in Public Places

Every year businesses are lost due to fire. Some of these fires could have been prevented with fire retardant decorations and greenery.

Fresh cut trees, wreaths and garland displayed indoors must be fire retardant. The entire time that greenery is on display it must be able to pass a fire department fire retardant test. (This includes all types of vegetation, plants, hay bales etc...)

To treat greenery yourself:

- Only use products that carry the seal of the California State Fire Marshals Office or Underwriters Laboratory. They must be specific for the type of greenery in use.
- Apply the product *exactly* as instructed on the label. Make sure you put enough on or it may not work.



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- Products for treatment of cut evergreens may be purchased at home improvement stores, hardware stores, and paint stores.
- Homemade recipes for treatment of evergreens are not acceptable.



To have greenery commercially treated.

Florists and during the Christmas season, Christmas tree sales lots may sell greenery that is treated and certified as fire retardant.



Artificial Greenery

Purchase greenery that is certified as being “fire retardant” or “non-combustible”

Please Note:

Greenery is naturally fire retardant when first cut. This is because of its high water content. The longer greenery is inside on display, the more it will dry out. Be sure to apply fire retardant treatments exactly as specified to help ensure that greenery can safely remain on display.

Candles

Candles are one of the most frequent reasons for fire in the business place. Failing to extinguish candles before leaving the premises, or placing candles too near to decorations that will burn, are frequent causes of fires in the business place. Be sure that candles are placed in *sturdy holders*, and that decorative rings or floral arrangements are *fire retardant* or *flame proof*.