

## MULTI-LEVEL ISLAND BOOTH – Georgia World Congress Center Guidelines

### PURPOSE

The Georgia World Congress Center (GWCC) provides these guidelines to clarify the requirements for multi-story exhibit booths. The Fire Marshal has provided basic guidelines for compliance with Paragraph 9-4.4.3.7 of NFPA 101 Life Safety Code, which governs multi-level exhibit booths. In addition, the GWCC has developed additional guidelines appropriate for the safe and orderly operation of these facilities. These guidelines are as follows:

- a. Covered or roofed areas should be furnished with acceptable battery-powered smoke detectors that emit alarms audible outside of the enclosed or covered area.
- b. Areas within the exhibit booth that are totally enclosed (i.e., walls and roof/ceiling) must be served by an emergency lighting source (i.e., battery-powered) when such areas lead to exit access from the space (e.g., stairs, aisles, corridors, ramps and passageways leading to an exit from the booth space).
- c. The exhibitor will provide for a Fire Watch within the booth space. Personnel providing Fire Watch services during show hours must be supplied with a Class 2A10BC Fire Extinguisher in each enclosed area covered by the floor above. Personnel must be trained in the use of extinguishers.
- d. Qualified Fire Watch Personnel must be obtained by exhibitor no later than two (2) weeks prior to show from venue's public safety department at current rate of \$28.50/per hour for overnight non-exhibitor show hall access hours, 5:00 p.m. to 7:00 a.m., 14 hours minimum (\$399), or until trained exhibitor personnel take over for daily hall access hours. Please contact Brandie Remmer, BrRemmer@gwcc.com, for scheduling.
- e. The upper deck of multilevel exhibits greater than 300 square feet in area shall have at least two remote means of egress.
- f. Spiral stairways are not recommended for areas occupied by the public, visitors or clientele, unless specifically approved.
- g. Exhibit booth plans must be submitted to Anne Sculthorpe, [asculthorpe@ippexpo.org](mailto:asculthorpe@ippexpo.org), by October 31. Anne will then submit to Georgia World Congress Center Event Coordinator for review a minimum of sixty days before move-in. There must be a licensed structural engineer's stamp of certification on all plans for multi-level booths.