

From: Maine Brewers Festival  
Date: October 1, 2008  
RE: Important Fire Code information

Dear Maine Brewers Festival participant:

First of all, thank you for your participation in this year's festival. We strive to produce a high quality event which provides our participating breweries and sponsors with the maximum public exposure possible.

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The Portland Expo has recently informed us of our State's new fire code policies. Following are excerpts from the National Fire Protection Agency (NFPA) flyer which outlines all guidelines which must be adhered to. The excerpts below are sections which apply to you and are copied verbatim from the flyer.

**>> Use flame retardant Materials for all Signage and Booth Construction. Have Certificates of Flame Retardancy Available.**

Items used in booth construction and decoration, including but not limited to bunting, table coverings, drapes, signs, and banners must be fire retardant. If a certificate of fire retardancy is not available, items are subject to on-site testing. If on-site testing is not an option and a certificate is not available, you may be asked to remove the item.

**>>IMPORTANT INFORMATION FOR YOUR EXHIBITORS**

*To avoid disappointment, all exhibitors should have these requirements in advance of your event.*

Items used in their booth, including but not limited to **signs and banners** must be fire retardant. If a certificate of fire retardancy is not available, items are subject to on-site testing. If on-site testing is not an option and a certificate is not available, you may be asked to remove the item.

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We understand that Maine is just now "catching up" with the rest of the world on these requirements. This mandate is coming down from the State so we can all expect to bump into this with promotions/events. ***We can expect to see the Fire Marshall at our event.*** Please take this seriously and take the necessary steps so there are no disappointments. **So...**

**It is ESSENTIAL that you send or fax us a copy of this certificate by October 12, 2008. Please fax to Jay at 603-929-4204.**

**If you are unable to acquire this certificate you'll need to :**

**Purchase a new banner which is flame retardant.**

The Signery in Portland can produce flame retardant banners.  
Contact Dawna, 879-7700 and tell her we sent you.  
They need artwork three (3) weeks prior to turn around.

Or, ask your favorite sign company if they provide the service.

Call Jay with any questions: 603-498-5199.  
See you all soon!