


HOLIDAY DECORATIONS

CHRISTMAS TREES:

- THE USE OF NATURAL CHRISTMAS TREES OR ANY DECORATIONS MADE OF CHRISTMAS TREE BRANCHES, ARE PROHIBITED.
- ARTIFICIAL TREES/DECORATIONS ***MUST BE*** FIRE RESISTANT. ALL TREES/DECORATIONS MUST HAVE AN AFFIDAVIT STATING THE MATERIAL ARE INHERENTLY FIRE RESISTANT. ACCOMPANYING SUCH AFFIDAVIT SHALL BE A "CERTIFICATE OF TEST" IN ACCORDANCE WITH PROCEDURES OF BOARD OF STANDARD AND APPEAL CALENDAR # 294-40SR.

LIGHTING:

- LIGHTING DEVICES USING OPEN FLAME OR HIGH HEAT, SUCH AS CANDLES, LANTERNS, OIL LAMPS, ETC., **ARE ABSOLUTELY PROHIBITED.**
- ELECTRIC LIGHT SETS USED MUST BEAR THE UNDERWRITERS LABORATORIES  LABEL.
- DO NOT OVERLOAD ELECTRICAL OUTLETS.
- The use of extension cords is prohibited.
- LIGHTS SHOULD BE TURNED OFF WHENEVER THE AREA IS UNATTENDED.

OTHER DECORATIONS:

- **USE ONLY MATERIALS LABELED AS FLAME RETARDANT OR NONCOMBUSTIBLE**
- DO NOT BLOCK OR OBSTRUCT EXITS, PATHS TO EXITS, OR EXIT LIGHTS.
- DO NOT BLOCK OR OBSTRUCT FIRE EXTINGUISHERS, FIRE ALARMS OR OTHER FIRE SAFETY EQUIPMENT.
- KEEP AWAY FROM HEAT SOURCES.

OPEN FLAME (*I.E. CANDLES*) IS NOT PERMITTED IN ANY BUILDINGS.

MATERIALS THAT CANNOT BE FLAMEPROOFED MAY NOT BE USED FOR DECORATIONS UNDER ANY CIRCUMSTANCES.

YOUR BUILDING MANAGER WILL REMOVE ANY/ALL DECORATIONS WHICH ARE NOT COMPLIANT.

FOR QUESTIONS REGARDING FIRE SAFETY ISSUES IN
ACADEMIC FACILITIES, CONTACT THE BUILDING MANAGER.