

Naked Flames Permit Form

Includes candles, burning incense, gas fires, sparklers, fuel lanterns, fire breathing/juggling, or other flame used for display, set or theatrical purpose.

Please indicate your requirements and return this form **no less than 14 DAYS PRIOR** to the move-in of the event to:

Exhibitor Services

Sydney Convention and Exhibition Centre

Phone: (02) 9282 5499 Fax: (02) 9288 6463 Email: exhibitorservices@scec.com.au

Contact Details: *(Please print)*

First Name:

Surname:

Position:

Company:

Phone:

Fax:

Mobile:

Email:

Location of Event:

Dates of Event:

From:

To:

Name of Event:

Stand Name:

Stand No:

Purpose:

What is the flame to be used for?

Dinner

Exhibition Stand

Votive candles in holders

Gas fires

Candles with centrepiece

Candles

Candelabra with centrepiece

Incense

Freestanding candelabras around the room

Other, please provide details below:

Performance

Other, please provide details below:

How many are to be used?

What safety precautions will be taken?

Supporting Documents Required: *(please tick box)*

Attached

Certificate of Currency for public liability insurance not less than \$10 million.

YES

Document detailing what the performance/display will entail and what protective measures are being taken.

YES

Requirements: *(Centre to confirm)*

Y / N

Exhibition stands - Naked flames are only permitted where it is part of their product range or essential for demonstration of their product.

The naked flame must be positioned so that it cannot be knocked over or come into contact with any person or flammable item.

An appropriate fire extinguisher must be positioned on the stand with signage indicating its location.

Other events (excluding exhibitions) – A fire warden is required for the duration of the event when candles or other naked flames are in use.

Other requirements:

The Centre will determine which of the requirements above are necessary for your permit to be issued. The requirements indicated with a 'Y' must be adhered to by the applicant otherwise the Centre reserves the right to cancel the permit without notice.

Centre Authorisation:

Permit issued by:

Date:

Comments: