



City of Batavia Fire Department

18 Evans Street
BATAVIA, NY 14020

PHONE: (585) 345-6375

FAX: (585) 343-5639

GLOW Corporate Cup: Requirements for event sponsors and applicants:

Propane Fueled and Food Warming Devices:

These requirements are intended for those who desire to cook or warm food during this event.

Event attendees wishing utilize portable cooking grills or food warmers during this event shall receive permission from the event chairman. Only propane cooking grills with secured tank and hinged food cover allowed.

- Charcoal or other solid fueled grills are strictly prohibited.
- Propane cylinders shall not exceed 20 pounds capacity.
- Only one cylinder allowed per grill. Cylinder must be secured to grill frame.
- Grill must be monitored at all times during operation.
- A minimum of a 2.5 lb ABC extinguisher shall be in close proximity to the grill operator in event of a fire.
- Grill is to be shut down if not cooking or warming food.

Sterno Gel Fuel for Food Warming

Sterno type gel fuel may be used for food warming as long as the following guidelines are adhered to:

- A minimum of a 2.5 lb ABC extinguisher shall be in close proximity to where the Sterno type gel fuel is used.
- Never use water to extinguish a fire involving Sterno type gel fuel since water may actually spread the fire.
- Only regular cloth table covers shall be used, paper or plastic table coverings are not permitted.
- Table decorations must be flame resistant. Combustible material such as plates, napkins, plastic utensils, cups and similar products shall be separated by a minimum of 12" from sterno.
- All chafing racks and beverage urns using sterno shall be placed on non-combustible mats, ceramic or metal trays extending at least eight inches beyond the sterno container in each direction, to prevent accidental contact with any combustible materials.
- Sterno must be immediately extinguished when the food tray is empty or no longer used.
- When the event is over, all sterno must be extinguished, immediately capped.
- All Sterno is to be removed from site at the end of the event by each user. Disposal in trash is prohibited.

When Working with Sterno Gel Fuel:

- Use CAUTION when handling OPEN FLAME products.
- Use a blunt object, such as a spoon, to pry off the lid.
- Place the can underneath the chafing dish or beverage urn before lighting.
- Use a long handled match or butane lighter to light the can.
- Use a snuffer paddle, regulator or saucer to extinguish the flame.
- Wait until the can is cool before touching.

When Working with Sterno Gel Fuel, DO NOT:

- Use a lit can to light another can.
- Carry lit cans.
- Carry chafing dishes or beverage urns with lit cans.
- Touch cans while still hot.



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- Allow loose clothing, napkins or tablecloths near flame.
- Blow out flame of Sterno type gel fuel to extinguish.

An onsite inspection by the City of Batavia Fire Department is required prior to the start of the event, and must be completed before operation of these items is granted. Permission to operate will depend upon the Fire Departments final approval to operate equipment being used. Some of the common problems encountered during the Fire Departments on-site inspection include:

1. A fire extinguisher that is not currently certified, or does not show a complete charge. A minimum of one 2.5 lb. fire extinguisher is required for each tent or canopy utilizing a grill or warming device.
2. Propane tanks are not secured to the grill frame or not kept upright. All propane tanks must be kept upright, and secured to the grill frame in a manner to prevent them from falling, tipping or being knocked over.
3. Grills must be monitored at all times to prevent accidental tipping, or being knocked over.