

SAMPLE

Decorators please note: This is an EXAMPLE of the format the Fire Department would like all decorators to follow. Also, a sample of each item must be included with this detail page.

All Night Party 2015 - (_____) Section - Flame Test

Contact - (Name) - 508-(_____) - Notified by FFD ____/____/ 2015

Item 1 - Blue Cloud Polyvinyl - this was purchased flame retardant from Stumps Catalog. This will be the backdrop for this section.

Pass ____/ Fail ____

Item 2 - Gossamer - this was purchased flame retardant from Stumps Catalog. This will be used for stuffing of Buzz Light-year and "curtains".

Pass ____/ Fail ____

Item 3 - Painted and Decorated Cardboard - this will be used for "baby blocks", "bureau", "headboard", "Scrabble Board", "monkeys" and "checkerboard". All items will be painted various colors of latex paint.

Pass ____/ Fail ____

Item 4 - Scrabble Board - This will consist of $\frac{1}{4}$ inch thick cardboard and small gift boxes for the scrabble tiles.

Pass ____/ Fail ____

Item 5 - Green Paper - "Aliens" cut from this paper will display photos. This was purchased from 1st Quality School Supplies; see attached info. The white side of this paper will also be used for "Wanted Posters" that will also display photos.

Pass ____/ Fail ____

Item 6 - Buzz Light-year - This decoration will consist of a purchased costume and paper mache. This will be suspended from the ceiling away from any sprinkler heads.

Pass ____/ Fail ____

Item 7 - Gift Boxes - These will be made into "dominoes". These will be free standing.

Pass ____/ Fail ____

Item 8 - Etch-A-Sketches - Construction paper was purchased flame retardant; see attached info. These will be displayed on the doors - they will not limit accessibility.
Pass ____ / Fail ____

Item 9 - Canvas - This was purchased flame retardant and will display as the "bedspread" and possibly "Wanted Posters" with picture displays or character pictures on the wall.
Pass ____ / Fail ____

Item 10 - Crayons - These items consist of carpet inner tubes painted with latex paint. These will be free standing.
Pass ____ / Fail ____

Item 11 - Army Men - These will be suspended from various parts of the ceiling, away from the sprinkler heads.
Pass ____ / Fail ____

Also included in this section will be:

- A small wooden bed frame and a photo op display that will use plywood, building materials and will be painted with latex paint.
- Some wall picture displays may use wooden frames for added support.
- There will also be a small (free standing) wooden barrel for the "Barrel of Monkeys" display.

If you have any questions or need further explanations, please contact me at 508-XXX-XXXX. Thank you.