


Fire Risk Assessment

**This does not need to be submitted to TOWOT but must be held by the Stall Holder on the day of the event.*

<h2 style="margin: 0;">Fire Risk Assessment</h2> <h3 style="margin: 0;">Traders and Market Stalls</h3>		 <div style="display: inline-block; vertical-align: middle; text-align: left;"> <p>HAMPSHIRE FIRE AND RESCUE SERVICE</p> </div>		
Name of Unit / Stall:				
Contact number on site:				
Location on site:				
Will sleeping be allowed within your concession?				
<p>In order to comply with relevant fire safety legislation you MUST complete a Fire Risk Assessment of your stall or unit. The Risk Assessment needs to identify the fire hazards and persons at risk, you must endeavour to remove or reduce these risks and protect people from fire.</p>				
<p>Failure to comply with this requirement will result in you being removed from the site.</p> <p>You must be able to answer YES to the following questions.</p>				
<p>This signed and completed form must be maintained available for inspection by the Fire & Rescue Service / Event Organiser / Council Officers at all times.</p>				
<p><small>You <u>must</u> undertake a Fire Risk Assessment for your unit, which must be suitable for the circumstances. You do not need to use this form, and may use another method if you wish, however, this form is considered to be suitable for most standard market stalls and units</small></p>				
1.	Are adequate exits provided for the numbers of persons within the unit or stall? <i>(Are your staff and customers able to evacuate easily if the normal exit is blocked due to fire?)</i>	Yes	No	N/A
2.	Are the exits maintained available, unobstructed, and unlocked at all times the premises are in use.	Yes	No	N/A
3.	Have your staff been made aware of what to do should an incident occur, how to raise the alarm, evacuate the unit, and the exit locations?	Yes	No	N/A
4.	Have you identified combustible materials that could promote fire spread beyond the point of ignition such as paper/cardboard, bottled LPG etc and reduced the risk of them being involved in an incident?	Yes	No	N/A
5.	Have you identified all ignition sources and ensured that they are kept away from all flammable materials?	Yes	No	N/A
13.	Are you aware that you must not stock or sell certain items, i.e. fireworks, garden flares, household candles, tea lights, etc?	Yes	No	N/A

14.	Do you have sufficient bins for refuse? Is all refuse kept away from your unit?	Yes	No	N/A
15.	Are you aware that petrol generators are not permitted on site?	Yes	No	N/A

If the answer to any of the above questions is "NO", please detail the actions you have taken to remedy the situation. Continue on a separate sheet if necessary.

Stallholder / Responsible Person:

Signature	Print Name	Date

Designation:

Company:

Please note: this document does not preclude you from possible prosecution or removal from the site by the organisers, should a subsequent inspection reveal unsatisfactory standards.