

STEP

TEMPORARY STRUCTURES WORKSHEET

1 USE and OCCUPANT LOAD FACTOR Indicate the type of use for each tent and circle in the corresponding Occupant Load Factor (OLF). Use this OLF in the appropriate space in Step 2.

TENT USE	OCCUPANT LOAD FACTOR (OLF) (Sq. ft./person)
Concentrated assembly use (chairs only, not fixed)	7
Unconcentrated assembly use (tables and chairs)	15
Standing space only assembly use (no obstructions permitted)	5
Retail and all other uses.	30

2 OCCUPANT LOAD Enter the length and width of each tent in the spaces below. Multiply the length and width to determine the total square footage for each tent. Divide the total square footage by the OLF (Step 1) to determine the Occupant Load for each tent.

Tent 1	_____ x _____ = _____ ÷ _____ = _____
	Length Width Area OLF Occupant Load
Tent 2	_____ x _____ = _____ ÷ _____ = _____
	Length Width Area OLF Occupant Load
Tent 3	_____ x _____ = _____ ÷ _____ = _____
	Length Width Area OLF Occupant Load

3 REQUIRED EXITS Using the Occupant Load for each tent, determine the total number of exits and minimum required width for each exit utilizing the table below. **Note:** The key difference between a Tent and a Membrane Structure for exiting purposes is that a Membrane Structure utilizes traditional doors and door frames versus a simple opening or removal of a tent side wall panel.

Occupant Load (From Step 2)	Required Number of Exits	Minimum width of each exit (inches)	
		Tent	Membrane
1 – 9	1	72	36
10 – 199	2	72	36
200 – 499	3	72	72
500 – 999	4	96	72
1,000 – 1,999	5	120	96
2,000 – 2,999	6	120	96
Over 3,000*	7	120*	96*

*The total width of all exits shall not be less than the total occupant load multiplied by 0.2 inches per person. Exiting through other nearby tents is an unacceptable configuration.

4 EXITING SUMMARY Using the occupant loads calculated in Step 2, use the Table in Step 3 to determine the corresponding Required Number of Exits and Minimum Width of each Exit Provide the summary of this information below.

Tent 1	Required Number of Exits	Width of Each Exit
Tent 2	Required Number of Exits	Width of Each Exit
Tent 3	Required Number of Exits	Width of Each Exit

5 FIRE EXTINGUISHERS Utilizing the square footage of each tent indicate the appropriate number of fire extinguishers for each tent.

Size of Tent (Sq. Ft.)	Minimum required number of fire extinguishers	Fire Extinguisher Summary
1 - 200	1	Tent 1 Total Number of Fire Extinguishers
201 - 500	2	
201 - 1000	3	
1001 - 3000	4	Tent 2 Total Number of Fire Extinguishers
3001 - 5000	5	
5001 - 7000	6	
7001 - 9000	7	Tent 3 Total Number of Fire Extinguishers
9001 - 11000	8	
Add 1 additional 2A:10BC extinguisher for each additional 2000 sq. ft or fraction thereof.		

