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SOUTH FLORIDA**

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The objective of the Event Safety Manual is to acquaint the University community with the requirements for events on USF campuses. The Manual also protects the interests (fiscal, physical and community relations) of the University and its population.

Failure to comply with the standards established in the Manual may result in cancellation of all or part of the scheduled event. EH&S and University Police reserve the right to disapprove any event at any time, even if previously approved, due to circumstances that could create a hazard.

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*Accident/Incident:* An unplanned occurrence, which results in a loss such as unintended injury, illness, death, property damage, or damage to the environment.





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Refer to the [USF Policy #30-023 Alcohol Policy](#) for policy guidelines and the approval process to serve alcohol at events.

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USF departments that are sponsoring or co-sponsoring an event on campus shall request parking permits

5. Tents larger than 120 square feet (10'X12') will require a permit from [USF Building Code Administration](#) for tent installation and inspections prior to performance and occupancy. These tents shall have a current certificate of flame retardant on the tent with a copy sent to EH&S. Allow a minimum of two (2) weeks for review and approval of permit documents.
6. Containers for liquefied petroleum gases shall be installed not less than 60 inches (1525 mm) from any tent and shall be in accordance with the provisions of NFPA 58, Liquefied Petroleum Gas Code.
7. Portable fire-extinguishing equipment of approved types shall be furnished and maintained in tents in such quantity and in such locations as determined by the size of the tent.
8. No smoking signs shall be posted under tents.
9. Inflatables (i.e., bounce houses, climbing walls, etc.) must be secured to the ground to prevent







