

EMERGENCY EVACUATION PLANNING FOR TENTED EVENTS



ARA's Commitment

The American Rental Association (ARA) is committed to putting forth initiatives that increase awareness of best practices, clarify responsibilities, and address the safe use of equipment. Members of the event rental industry, including manufacturers, have identified a need to assist tent rental customers with emergency evacuation planning. To that end, the ARA has developed this industry-recognized Emergency Evacuation Planning for Tented Events, which addresses weather-related and other emergencies.



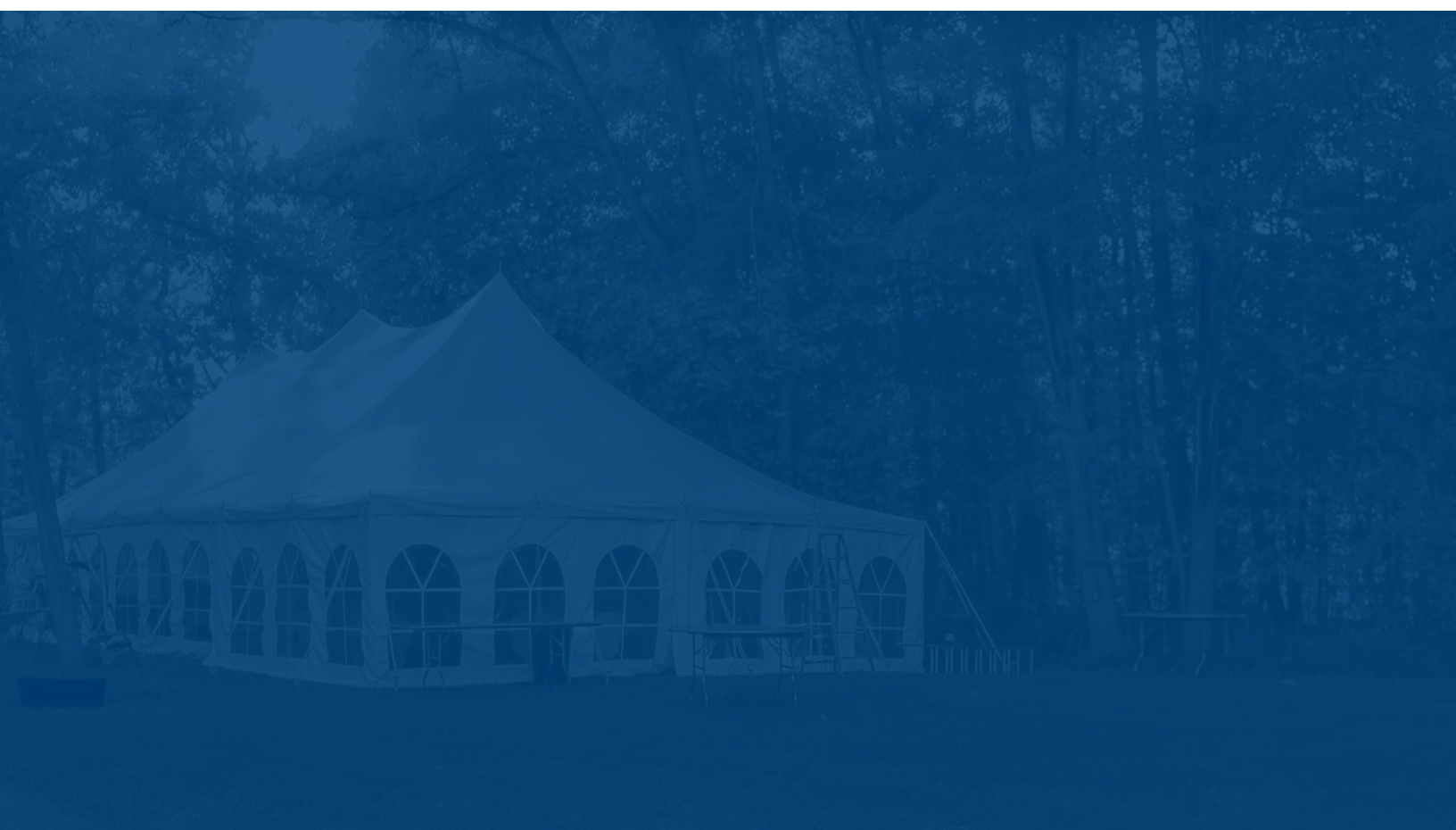
This document, Emergency Evacuation Planning for Tented Events, developed by the American Rental Association and ARA Insurance Services, Inc., a wholly owned subsidiary of the American Rental Association (collectively, the "ARA"), is intended to provide general guidance to member companies and tent rental customers with regard to emergency evacuation planning when using tents and related rental equipment. The ARA does not purport to include in this Statement all possible scenarios which may require evacuation or all possible safety measures and procedures that might apply in a given evacuation scenario. Each member company and all rental customers should use its/their independent judgment and discretion in successfully implementing the materials in this Statement to best fit the unique needs of its/their event and their particular use of the tent and other rental equipment.

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Section I: Introduction

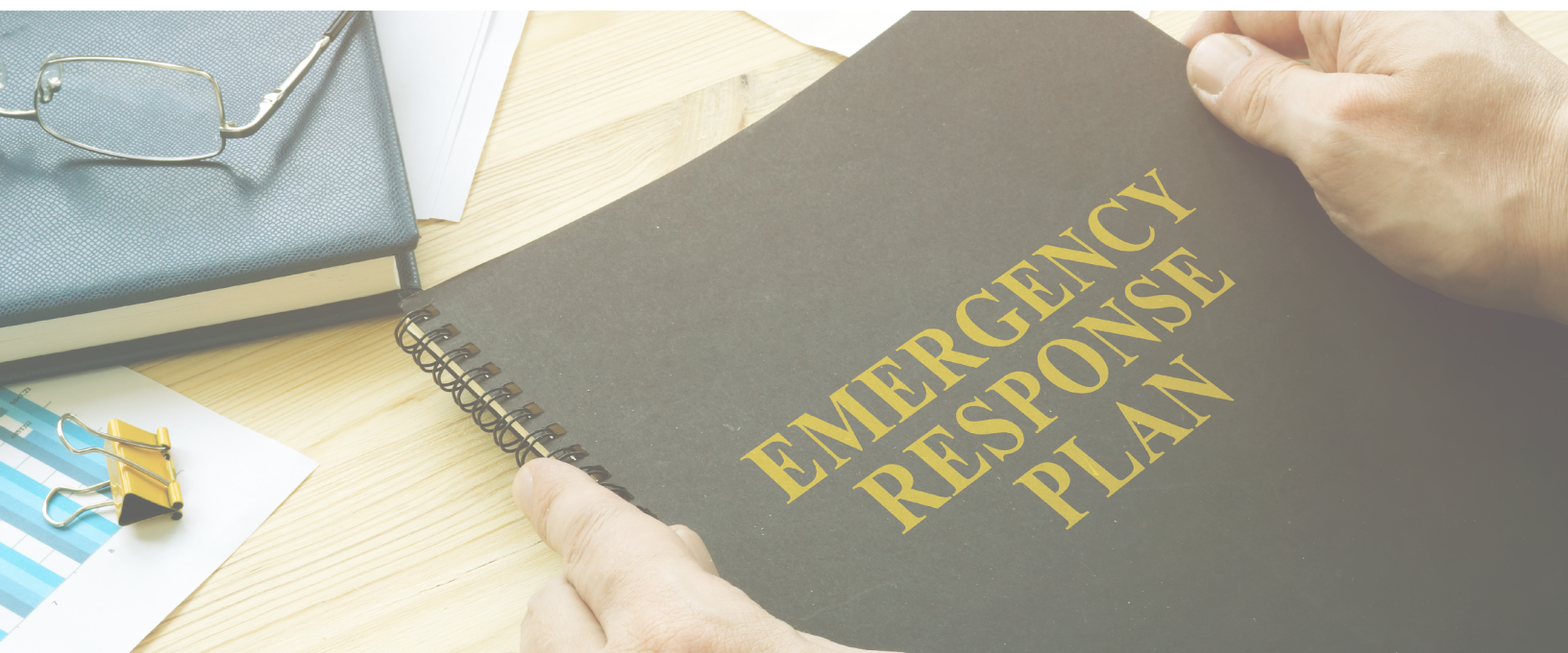
Situation Analysis

Failure to evacuate a tent in an emergency can result in serious injuries or even fatalities. By nature, tents are temporary structures and are not designed to withstand extreme weather conditions or provide protection in emergency situations. The following are some examples of emergencies that occurred during tented events:

- During an unexpected and severe summer storm (which generated winds capable of uprooting trees and sending branches flying), event participants took shelter under a tent. The wind was so strong that it eventually pulled tent stakes out of the ground creating slack in the tent and thereby loosening a tent pole. The tent pole fatally struck a young boy in the head.
- Partygoers huddled under a tent during an unusually heavy rainstorm. As the ground became saturated, water accumulated on the top of the tent. The tent collapsed around the crowd, trapping them and causing several injuries.
- Several tents that were set up for a street festival were installed with sidewalls and heaters powered by propane. A propane tank outside of one of the tents was accidentally knocked over. The resulting explosion and fire caused several attendees to suffer burns and smoke inhalation.

Objectives of the Document

- Underscore the fact that tents are not designed to be used as shelters in severe weather, high winds, or other environmental emergencies.
- Educate all entities involved in tented events about their roles in ensuring the safe use of the equipment.
- Explain the industry's best practices for emergency situations during tented events.
- Communicate to tent rental customers the necessity of having emergency evacuation plans in place for their events.
- Promote the safe use of rented tents in order to reduce injuries in the event of an emergency.



Section II: Steps in the Tent Rental Process

It is beyond the scope of this document to detail all the steps involved in the tent rental process; consequently, the following assumptions have been made:

- **Employee Training** – Tent installers and crew supervisors have been trained in all aspects of their work and are capable of performing their tasks properly, without injury to themselves or others. For training assistance, see Section VII: Resources, for a list of available products and programs.
- **Site Survey** – According to industry best practices, the site has been assessed and a plan developed prior to the installation of any tent. Site visits are critical in determining what is feasible regarding the layout of the tent, location of the tent, whether there are obstructions/obstacles in the installation area such as overhead obstructions or power lines, the condition of the soil, and wind exposure, etc. Additionally, 811 (underground utility locator) has been contacted in preparation of staking or anchoring the tent.
- **Codes/Permits** – The rental company is aware of and is in compliance with all applicable building codes, fire regulations, and permit requirements for tents and other associated equipment (e.g., generators, electrical distribution equipment, heaters, staging, etc.). These requirements will vary for each municipality.
- **Products** – All equipment components have been maintained in accordance with manufacturer specifications and are in good working order.
- **Manufacturers' Instructions** – All tents and other equipment have been installed and secured in accordance with manufacturers' instructions.
- **Precautions** – The rental company may (in its sole discretion) choose to delay or cancel installation of any structure if, in the rental company's opinion, weather and/or site conditions pose a danger.
- **Other Vendors** – All third party providers (providers of other equipment and/or services) are in compliance with all local laws, codes, and ordinances and have obtained any necessary permits and licenses.
- **Inspections** – The rental company has inspected the tent before, during, and after installation, and in accordance with the rental contract.
- **Signed Contract** – A rental contract, which includes the terms and conditions of the transaction, has been signed by the customer.



Section III: Guidance for Rental Companies

While it is not the rental company's responsibility to implement a proper emergency evacuation plan, your assistance to your customers in the process benefits both parties by:

- Reducing the risk of injuries from accidents resulting from unforeseen storms or other emergencies.
- Reducing the number of injuries and hence, the number of insurance claims, lawsuits, and the amount of negative publicity. Rental companies may be questioned if an incident happens in or around the tent, even if installed and inspected correctly. Providing best practices and guidance to the rental client transfers the responsibility of guest safety to the client and mitigates undue blame.
- Adding value to the rental transaction.

Tents are Temporary Structures

Typically, a temporary structure is defined as any structure that will be in place for less than 180 consecutive days. The definition may vary according to local building and fire codes.

Hazards and Risks Associated with Temporary Structures

Tents are not designed to provide shelter in severe weather and should be evacuated in the event of such. Regardless of the rating of the tent (i.e.: for fire or high winds), tents are temporary structures and are not designed to protect occupants from hazards such as high winds, lightning, etc.

Manufacturers typically provide warnings about potential hazards in equipment manuals and instructions, and post them on the products themselves. Rental companies should follow manufacturer instructions by adhering to the posted warnings. Below are examples of warning labels supplied by tent manufacturers.

NOTICE

This tent product is not intended to be used as a shelter from severe weather. Manufacturer assumes no liability for such use. An evacuation plan for the area covered within this tented space is imperative and shall be thoroughly posted for all users and potential occupants of the tent. Severe weather including storm systems, moderate to severe wind, heavy rains, snow, or any condition that raises any doubt to the structural integrity of the tent are immediate signs that an evacuation is necessary. Severe bodily injury and/or death can occur.

The installation of electrical, plumbing, lighting, appliances and/or HVAC equipment are not covered within this manual. Users/Installers shall follow local code requirements for the installation of these items using certified personnel. Manufacturer shall be indemnified and held harmless from any such use or injury resulting from its use.

 <p>Tent Manufacturer Logo</p>	<p>FLAME RETARDANT</p>  <p>Fabric meets requirements of ASTME 84-CL-A MVSS 302 MEA 149-05-M F-140.01 NFPA 701 CPAI 84</p>
<p>This product has been manufactured for use as a temporary structure. Please read installation instructions before the installation or removal of this product. Installation instructions are available on our website. DO NOT REMOVE THIS LABEL</p>	
<p> WARNING</p> <p>For the safety of all occupants, evacuation is recommended if threatening weather occurs, or if there is any doubt concerning the safety use of this product.</p>	

Tents should be evacuated when any of the following situations exist or are imminent:

Hazardous Situation	Why You Need to Evacuate
Damaging winds	A tent cannot protect occupants from flying debris. High winds may cause the tent to collapse or become airborne.
Fire or explosion	A tent cannot protect occupants from excessive heat, flames, or flying objects.
Lightning	Lightning poses a risk of electrocution, electric shock, or fire.
Hail or sleet	Excessive weight may cause the tent to collapse and injure occupants.
Excessive rainfall/Flooding	Saturation of the ground with water may compromise securement, causing the tent to collapse and injure occupants. Rain may pool on the tent, causing supporting lines to sag or tent to collapse.
Snow/Ice accumulation	Excessive weight from snow and/or ice accumulation may cause the tent to collapse.
Gas Leak	Atmospheric conditions may not be suitable for occupants.
Earth movement (e.g., tremor, landslide)	Unstable ground conditions may make the location unsuitable for tent placement and could compromise the tent's securement.

This is not an all-inclusive list. In developing emergency evacuation plans, rental customers should consider any emergency conditions that might arise during their event.



How to Communicate Emergency Evacuation Planning Guidelines

Depending upon the event, the responsibility for emergency evacuation planning may fall to the event planner, the property owner, the venue manager, or any other entity involved in the event. For the rental company's purposes, guidance regarding emergency evacuation planning should be communicated to the rental customer or designated representative.

Each rental company can choose, based upon its procedures, the appropriate time(s) to advise the customer of the need for an emergency evacuation plan: at the time of reservation; when the contract is signed; as part of the site survey; during delivery and installation of the tent; or at any other time during the rental transaction.

It is recommended that the rental company include clauses in its rental contract:

1. Warning the customer that the tent is not adequate shelter in emergency situations;
2. Establishing the customer's acknowledgment that emergency evacuation planning guidance was provided; and
3. Allowing the rental company to dismantle the tent and/or cancel the rental when conditions or other emergency situations exist.

Why and How to Train Your Employees

Effective training of employees on emergency procedures has the following benefits:

1. Employees will be better prepared to handle emergency calls from customers.
2. Employees, from salespeople to tent crews, will be better equipped to explain the need for emergency evacuation planning to customers.
3. All employees will know what steps to take in an emergency situation.
4. If your employees do not handle an emergency situation according to your policies and procedures, you could be held liable for any resulting damages.

This document provides several tools that can assist you in training your employees. Refer to:

- Section IV: Explaining Emergency Evacuation Planning to Rental Customers, which addresses the questions employees may receive from customers.
- Section V: When Rental Equipment is Involved in an Incident, which outlines suggested steps to take when receiving an incident call.

Section IV: Explaining Emergency Evacuation Planning to Rental Customers

To assist rental customers in being prepared for emergencies, you can provide best practices and guidance for developing an emergency evacuation plan. This guide provides samples of these best practices and guidance in the next section. Customers may have questions, so below is a list of FAQs as well as some suggested responses:

- **Whose responsibility is it to ensure guests' safety?** Remind the customer that it is their responsibility to ensure the safety of all event attendees, and that one of the simplest ways of doing so is to develop a clear, predetermined understanding of what triggers an evacuation and an emergency evacuation plan for the event. This includes evacuating guests who may need special assistance.
- **Why aren't tents suitable as shelters in severe weather?** Tents are temporary structures. They are not designed to serve as shelter in severe weather conditions.
- **Why designate a point person?** The very nature of an emergency means that it is likely to develop with little or no warning. In the chaos of such a situation, it is critical to have a point person to execute and oversee the emergency evacuation plan.
- **Why will the listed emergency conditions trigger an evacuation?** Tents are temporary structures and are not designed to withstand severe weather conditions. Refer to the Hazards and Risks Associated with Temporary Structures in Section III for detailed information.
- **Why do I need an emergency evacuation location?** Remind the customer that tents will need to be evacuated in emergency situations. Having a predetermined evacuation location will ensure that it is available if needed. This will eliminate delays in getting guests to safety. Whatever your designated evacuation locale, it is critical to have a plan in place to get the guests to it.
- **Why do I need to plan ahead for backup methods of communication?** In times of emergencies, there may be no electrical power or cellphone reception. Customers should think about alternative ways of communicating to ensure they can contact appropriate emergency service personnel and others.
- **Why would I want to make a preliminary announcement regarding a possible evacuation?** Communication during large or public events is challenging, even in good times. Providing your guests with safety information at the beginning of the event will lead to a more orderly evacuation should the need arise. You should also consider other forms of communication such as signs, table cards, etc. Remember: fewer surprises for your guests equals fewer surprises for you.
- **Why do I need to monitor the weather?** Weather conditions can change quickly, becoming dangerous in a very short amount of time. Because the people involved in hosting an event often have various and shifting responsibilities, it is highly recommended that one person be designated to monitor the weather. If severe weather appears imminent, that person will alert whomever is in charge of executing the evacuation plan.
- **Why do I need to monitor the tent structure after installation?** The rental company may not have a representative on site after installation is complete. Various conditions (e.g., rain, snow and/or ice, vehicles hitting poles, etc.) may affect the stability of the tent. If an issue is detected, discontinue use of the tent and contact the rental company immediately.
- **When the emergency is over, when can I go back in the tent?** You must contact the rental company before returning to the tent. The tent's stability may have been compromised during the emergency situation, and the rental company can advise you of the proper next steps.

Section V: When Rental Equipment is Involved in an Incident

When your rental company receives a call about a possible emergency at an event, you or your employees will need to take immediate action. The procedures outlined in the Communicating with the Customer Flowchart (Figure 1) will help determine whether the caller simply needs guidance or whether the situation warrants implementation of your company's crisis management plan.

It is recommended that Pages 10-12 of this document be made accessible to all employees who may receive calls about an event. That means ensuring employees have copies at work, home, in their vehicles, or digitally on a laptop computer, tablet, or smartphone.

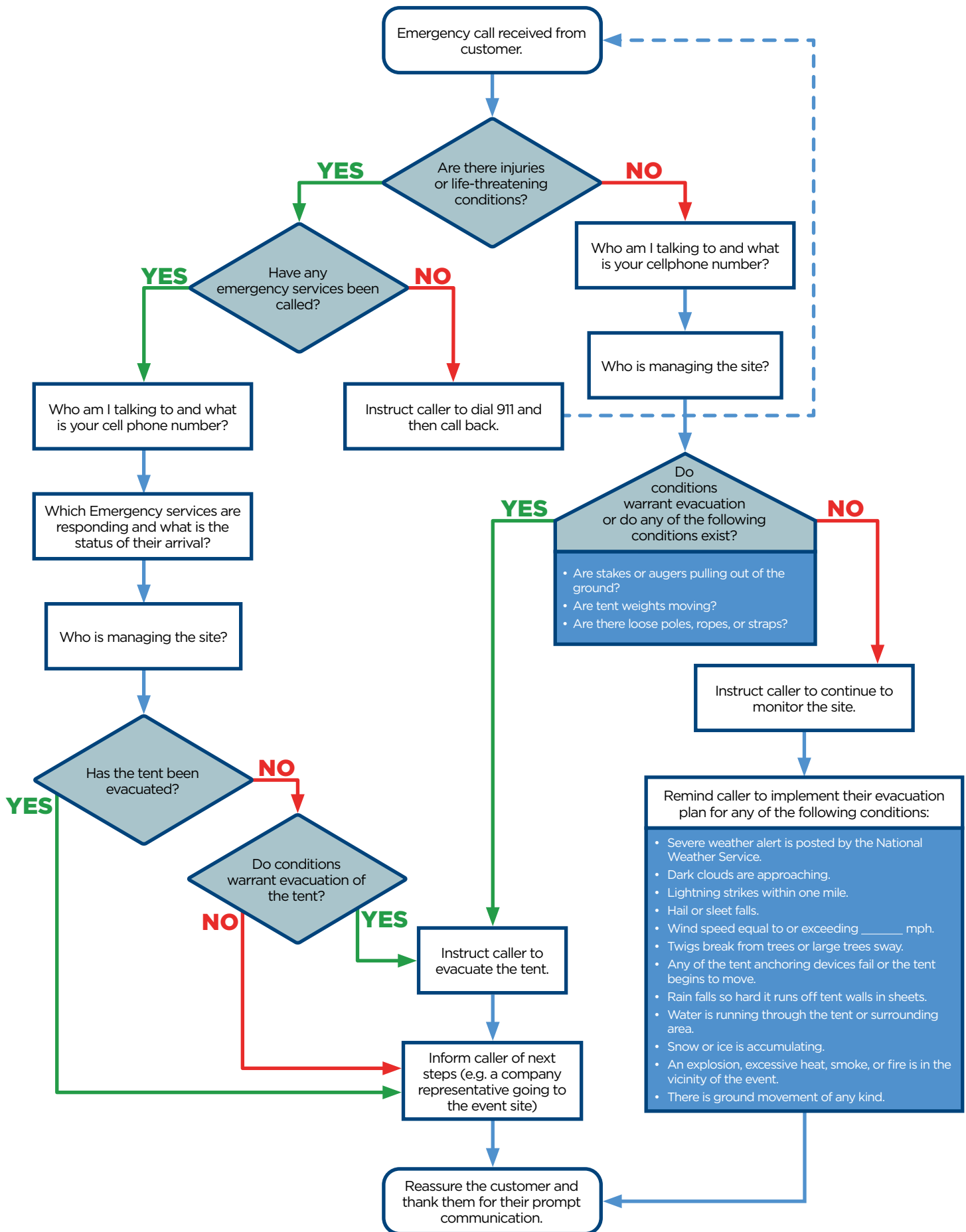
If emergency services have been called or need to be called due to injuries or life-threatening conditions, you will need to put your crisis management plan in action. It is recommended that all rental companies have in place a crisis management plan and team. The team — typically made up of a key manager(s) and several individuals within your organization — will be responsible for controlling a crisis situation. Team members should be familiar with your company's policies and procedures, and someone should be experienced with public relations and the legal ramifications of decisions made during a crisis. To effectively handle any crisis, the team needs to present a united front and provide strong and decisive leadership.

If it is determined that the crisis management plan should be implemented, the following steps will serve as guidelines for your company.

Step 1: Communicating with the Customer

1. Find out whether anyone has been injured or if conditions are life-threatening. If yes, instruct the caller to call 911 immediately and then call you back.
2. When they call back, find out who you are talking to and request their cellphone number so you can reconnect if you are disconnected.
3. If emergency services have already been called, ask who is responding and the status of their arrival.
4. Ask who is managing the site.
5. Ask the caller questions to determine whether the tent structure has been compromised or conditions warrant it to be evacuated. Refer to the Communicating with the Customer (Flowchart). If either has occurred, instruct the caller to evacuate the tent immediately. If neither has occurred, have the caller continue to monitor the situation.
6. If emergency services have been called and/or the tent has been compromised, inform the caller that a rental representative will be at the event site as soon as possible.

Communicating with the Customer (Flowchart)



Step 2: Communicating with the Crisis Management Team

1. Immediately call/text everyone on the team with the pertinent information.
2. Determine who and what equipment needs to go to the site.
3. Arrange for company representative(s) to go to the site.

Step 3: Assess the Event Site for Safety Hazards

Hazards, such as fallen trees, may be present once the environmental emergency ends. Make sure the event site is safe before moving in to do any assessments.

Step 4: Securing the Equipment

1. Once on site and it's safe to do so, immediately take steps to secure your property from further damage or injury.
2. Take photos/videos of the damage.

Step 5: Communicating with the Media

Communications need to be controlled. Appropriate channels of communication need to be used to efficiently deliver accurate and honest information to avoid rumors and negative publicity. Someone from your crisis management team needs to be appointed to speak to the media. Ensure that the crisis management team has a copy of the media/crisis plan available both at the rental operation and remotely.

Step 6: Contacting your Insurance Company

Report the incident to your insurance agent or insurance company as soon as possible, even if there is no damage to your equipment. If there is a possibility of an injury, the insurance company will need to be informed. Provide the following information when reporting a claim:

1. Date, time, and location of the accident.
2. Name(s) of injured person(s) and their contact information.
3. Renter's name, address, and telephone number.
4. Names and phone numbers of any witnesses.
5. Copy of the **signed** rental contract.
6. Any available police, fire department, or medical reports.
7. Type of equipment involved.



Section VI: Sample Documents

As stated earlier, it is your customer's responsibility to ensure their guests' safety. One of the ways they can do this is to develop an emergency evacuation plan for their event. Over the next several pages, you will find sample documents that you can provide to your customers to facilitate this process. The first document is "Guidelines for Developing an Emergency Evacuation Plan for a Tented Event" and explains how and why rental customers should establish an emergency plan. The customer should sign one copy, which the rental store should keep, and the other copy can be retained by the client as a guidance document.

The second document is "Checklist for Developing an Emergency Evacuation Plan for a Tented Event," which is a checklist and process that names the emergency point person and specifics about the event's emergency plan.

By providing documents such as these and obtaining the rental client's signature, your rental company will be better protected if an incident occurs with your tent at a public or private event.

The thumbnail shows the first page of a document titled "Guidelines for Developing an Emergency Evacuation Plan for a Tented Event". It features the ARA Insurance logo at the top. The text explains that tents are erected to accurate standards but are not designed for use as a shelter in severe weather. It states it is the customer's responsibility to ensure guest safety and provides guidelines for developing an emergency plan. Key sections include "Prior to the Event" and "Point Person(s)", which lists roles for weddings, corporate events, and public events. A disclaimer at the bottom states that the ARA does not provide liability insurance and that the customer should consult their own insurance policy.

Guidelines for Developing an Emergency Evacuation Plan for a Tented Event

The thumbnail shows the second page of a document titled "Checklist for Developing an Emergency Evacuation Plan for a Tented Event". It features the ARA Insurance logo at the top. The text states that the checklist helps in developing an emergency evacuation plan. It is divided into two main sections: "Prior to the Event" and "During the Event". "Prior to the Event" includes a "Designated Point Person(s)" section with fields for Name and Cell Number, an "Emergency Evacuation Location" section with fields for Name, Phone #, Location/address, and Route to evacuation location, and a "Backup Method of Communication" section with checkboxes for PA, Cellphone, Walkie-talkie, Bulhorn, and Other. "During the Event" includes a section for "Weather Monitoring" with checkboxes for Weather alert radio, Radio, TV, and Cellphone app, and a field for the Person responsible for the wind and weather monitoring plan.

Checklist for Developing an Emergency Evacuation Plan for a Tented Event

To download these documents, go to:
ARArental.org/rentalu

Guidelines for Developing an Emergency Evacuation Plan for a Tented Event

The rented tent will be erected to accurate standards and will provide temporary accommodations for your event. Tents can provide protection from moderate weather, but are not designed for use as a shelter in severe weather or in other emergency situations because such conditions could exceed their ability to protect occupants. In addition, tents may need to be evacuated for other types of emergency situations.

It is your responsibility to ensure your guests' safety. The rental company recommends that you develop an emergency evacuation plan so that you are prepared to act decisively in the event of an emergency. The following are some guidelines to aid in the development of an emergency evacuation plan.

Prior to the Event

Point Person(s)

Designate someone who will be on site for the duration of the event to be in charge of the emergency evacuation plan. This point person(s) will assist in developing the plan and may be responsible during the event for monitoring the weather (unless a separate person is designated to do so), determining whether a situation calls for evacuation, and if so, acting decisively and authoritatively to instruct guests to evacuate. Some examples of a point person might be:

- **For a wedding:** A family member, member of the wedding party, etc.
- **For a corporate event:** An event planner, company representative, etc.
- **For a public event:** A show manager, representative of the venue, the fire chief, etc.

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Emergency Conditions

Work with the designated point person(s) to determine what emergency conditions will trigger an evacuation of the tent structure. The following are some examples of situations which may require evacuation:

Hazardous Situation	Why You Need to Evacuate
Damaging winds	A tent cannot protect occupants from flying debris. High winds may cause the tent to collapse or become airborne.
Fire or explosion	A tent cannot protect occupants from excessive heat, flames, or flying objects.
Lightning	Lightning poses a risk of electrocution, electric shock, or fire.
Hail or sleet	Excessive weight may cause the tent to collapse and injure occupants.
Excessive rainfall/Flooding	Saturation of the ground with water may compromise securement, causing the tent to collapse and injure occupants. Rain may pool on the tent, causing supporting lines to sag or tent to collapse.
Snow/Ice accumulation	Excessive weight from snow and/or ice accumulation may cause the tent to collapse.
Gas Leak	Atmospheric conditions may not be suitable for occupants.
Earth movement (e.g., tremor, landslide)	Unstable ground conditions may make the location unsuitable for tent placement and could compromise the tent's securement.

This is not an all-inclusive list. In developing emergency evacuation plans, rental customers should consider any emergency conditions that might arise during their event.

Evacuation Location

Work with your point person(s) to predetermine where guests will go and how they will get there if the tent must be evacuated:

- Identify a nearby permanent building large enough to accommodate your guests. Make sure it will be open and accessible during your event and make a note of the address in case you have to call for emergency assistance.
- Whatever your designated evacuation locale, it is critical to have a plan in place to get the guests to it. If there is no building nearby, consider using vehicles, an open area upwind from the tent, or locations recommended by the National Weather Service or Emergency Alert System. Of utmost importance is that the tent should never be used as a shelter in an emergency situation.
- Determine how guests will get to the evacuation location (e.g., the route to take, travel by foot or car, etc.). Consider preparing a sketch of the event site.

Communication

Plan how you will communicate with your guests in an emergency. Depending upon the size of the event, consider backup methods of communication for situations in which there is no electrical power, cell phone reception, etc.

Prior to and During the Event

Wind & Weather Monitoring

The point person(s) should create a wind and weather monitoring plan in order to continually assess the environmental safety of the event. This plan may include such devices as anemometers and weather tracking apps. Apps are best if updated often, include lightning data, and allow you to set risk parameters, such as a 30-mile monitoring radius with automatic alerts. You can also hire a weather intelligence company that monitors weather and sends alerts so you can focus on the event.

Beginning at least two hours before the start of the event, the point person(s) should begin monitoring a source of weather information. If any of the weather emergency conditions listed previously are predicted, the event may need to be postponed or canceled. It is better to plan for guests to be safe during a weather emergency than to evacuate last minute.

Tent Structure & Contents

After the tent has been installed, monitor the tent structure for various changes. These would include stakes or augers pulling out of the ground; tent weights moving; loose poles, ropes, or straps, etc. If you notice any of these occurring, **contact the rental company immediately**. Additionally, make sure to monitor the interior of the tent. Guests should be able to walk freely without trip hazards. Trash should be contained and removed regularly. Combustible products such as pyrotechnics should not be kept within the tent, and exit routes should be free from obstruction at all times.

During the Event

Announcement

Based on weather forecasts and other circumstances, you may wish to make an announcement to participants regarding the identification of the point person(s), location of exits, and the emergency evacuation location.

Evacuation

Continue to monitor the weather and be alert for other emergency situations during the event. Implement your evacuation plan for any of the following conditions:

- A severe weather alert is posted by the National Weather Service.
- Dark clouds are approaching.
- Lightning strikes within one mile (less than a five-second count between lightning and thunder).
- Hail or sleet falls.
- Wind speed equal to or exceeding _____ mph. A wind that briefly exceeds the wind speed and then stops still requires evacuation as the tent may have shifted or been damaged.
- Twigs/limbs break from trees or large trees sway.
- Any of the tent anchoring devices fail or the tent begins to move (e.g., tent poles wobble, ropes snap, tent top rips or tears, etc.).
- Rain falls so hard it runs off tent walls in sheets.
- Water is running through the tent or surrounding area.
- Snow or ice is accumulating.
- An explosion, excessive heat, smoke, or fire is in the vicinity of the event.
- There is ground movement of any kind.
- Other conditions exist as previously determined in developing your emergency plan.

Call for Help

After instructing guests to evacuate, you may need to call for police, fire, or medical help as the situation warrants. Before the event, make sure you are familiar with the layout of the event site so you can communicate clearly with emergency responders.

After an Evacuation

Even if the tent appears intact, it may not be safe to return. If stakes or augers have pulled out of the ground, tent weights have moved, or there are loose poles, ropes or straps, contact the rental company so that the tent may be re-secured and inspected before resuming the event.

Customer/Authorized Representative: _____ Date: _____
(Print & sign)

Reservation/Rental Contract Number: _____

Checklist for Developing an Emergency Evacuation Plan for a Tented Event

This checklist can help in developing your emergency evacuation plan.

Prior to the Event

Designated Point Person(s)

Name _____ Cell Number _____

Name _____ Cell Number _____

Emergency Evacuation Location

Name _____

Phone # _____

Location/address _____

Route to evacuation location _____

Confirmed the shelter will be open and available: Yes No

Backup Method of Communication

PA Cellphone Walkie-talkie Bullhorn Other _____

During the Event

An initial announcement of emergency evacuation location will be made. Yes No

If yes, by whom: _____

Tent emergency exits have been identified

Weather Monitoring

Weather alert radio Radio TV Cellphone app

Person responsible for the wind and weather monitoring plan:

Name _____ Phone _____

Predetermined Evacuation Triggers

During the event, implement your evacuation plan for any of the following conditions:

- A severe weather alert is posted by the National Weather Service for the area.
- Dark clouds are approaching.
- Lightning strikes within one mile (less than a five-second count between lightning and thunder).
- Hail or sleet falls.
- Wind speed equal to or exceeding _____ mph. A wind that briefly exceeds the wind speed and then stops still requires evacuation as the tent may have shifted or been damaged.
- Twigs/limbs break from trees or large trees sway.
- Any of the tent anchoring devices fail or the tent begins to move (e.g., tent poles wobble, ropes snap, tent top rips or tears, etc.).
- Rain falls so hard it runs off tent walls in sheets.
- Water is running through the tent or surrounding area.
- Snow or ice is accumulating.
- An explosion, excessive heat, smoke, or fire is in the vicinity of the event.
- There is ground movement of any kind.
- Other conditions exist as previously determined in developing your emergency plan.
- _____
- _____

Emergency Phone Numbers

Pre-program these numbers into your cellphone:

Fire Dept. 911 or _____

Police Dept. 911 or _____

Rental store _____

Venue _____

Event/wedding planner _____

Rental customer _____

Section VII: Resources

There are numerous industry resources available for your review and consideration. The following information can be found on each organization's website.

American Rental Association (ARA) | [ARARental.org](https://www.arental.org)

- **RentalU** — ARA's learning management system houses courses and manuals to make your rental store safer and more efficient. This includes box truck training, sales courses, videos about your rental contract, fire extinguisher training, and more.
- **ARA Certified Event Rental Professional (CERP) program** — This is the only event rental certification program available for the industry, which signifies professionalism and expertise in event rental.
- **EventsU** — The newly created education program offered at The ARA Show that's specifically for event rental. Visit [www.ARAshow.org](https://www.ara-show.org) for more information about the seminars and to register for EventsU.

ARA Insurance | [ARAinsure.com](https://www.ara-insure.com)

- Rental industry-specific insurance coverage for automobiles, property, rental inventory, general liability, excess liability, and workers' compensation.
- Complimentary copies or discounts on all ARA risk management products.
- Risk management and safety tools and information are available in ARA's RentalU.
- CSR24 provides insured customers access to policy information 24/7.

Industrial Fabrics Association International (IFAI) Tent Rental Division (TRD) | tent.textiles.org

- The Industrial Fabrics Association International (IFAI) Procedural Handbook for the Safe Installation and Maintenance of Tentage.
- Guidelines and online tool for ballasting of commercial tents.

Estimating Wind Speeds with Visual Clues

Beaufort Number	Description	Speed (MPH)	Visual Clues & Damage Effects
0	Calm	Calm	Calm wind. Smoke rises vertically with little if any drift.
1	Light Air	1-3	Direction of wind shown by smoke drift, not by wind vanes. Little if any movement with flags. Wind barely moves tree leaves.
2	Light Breeze	4-7	Wind felt on face. Leaves rustle and small twigs move. Ordinary wind vanes move.
3	Gentle Breeze	8-12	Leaves and small twigs in constant motion. Wind blows up dry leaves from the ground. Flags are extended out.
4	Moderate Breeze	13-18	Wind moves small branches. Wind raises dust and loose paper from the ground and drives them along.
5	Fresh Breeze	19-24	Large branches and small trees in leaf begin to sway. Crested wavelets form on inland lakes and large rivers.
6	Strong Breeze	25-31	Large branches in continuous motion. Whistling sounds heard in overhead or nearby power and telephone lines. Umbrellas used with difficulty.
7	Near Gale	32-38	Whole trees in motion. Inconvenience felt when walking against the wind.
8	Gale	39-46	Wind breaks twigs and small branches. Wind generally impedes walking.
9	Strong Gale	47-54	Structural damage occurs, such as chimney covers, roofing tiles blown off, and television antennas damaged. Ground is littered with many small twigs and broken branches.
10	Whole Gale	55-63	Considerable structural damage occurs, especially on roofs. Small trees may be blown over and uprooted.
11	Storm Force	64-75	Widespread damage occurs. Larger trees blown over and uprooted.
12	Hurricane Force	over 75	Severe and extensive damage. Roofs can be peeled off. Windows broken. Trees uprooted. RVs and small mobile homes overturned. Moving automobiles can be pushed off the roadways.

Credit: National Oceanic and Atmospheric Administration (NOAA).

IMPORTANT NOTE:

Evacuation needs to occur at 35-38 mph wind speeds or sooner. **No one should be in the tent at 39 mph wind speed or above.** You should also evacuate the tent if you receive any severe weather alerts from the National Weather Service.

Severe Thunderstorm Watches vs. Warnings

According to the National Weather Service, severe thunderstorm watches do not have a specific wind speed associated with them. However, this type of alert means that weather conditions are favorable for a severe thunderstorm warning, which can produce either 1 inch or greater hail and/or winds of 58 mph or greater. The purpose of a severe thunderstorm watch is to give advanced notice so property can be safely secured and people can take shelter. Even non-severe storms can produce winds of 40-55 mph and may damage outdoor tents and outdoor furniture that is not properly secured or weighed down.



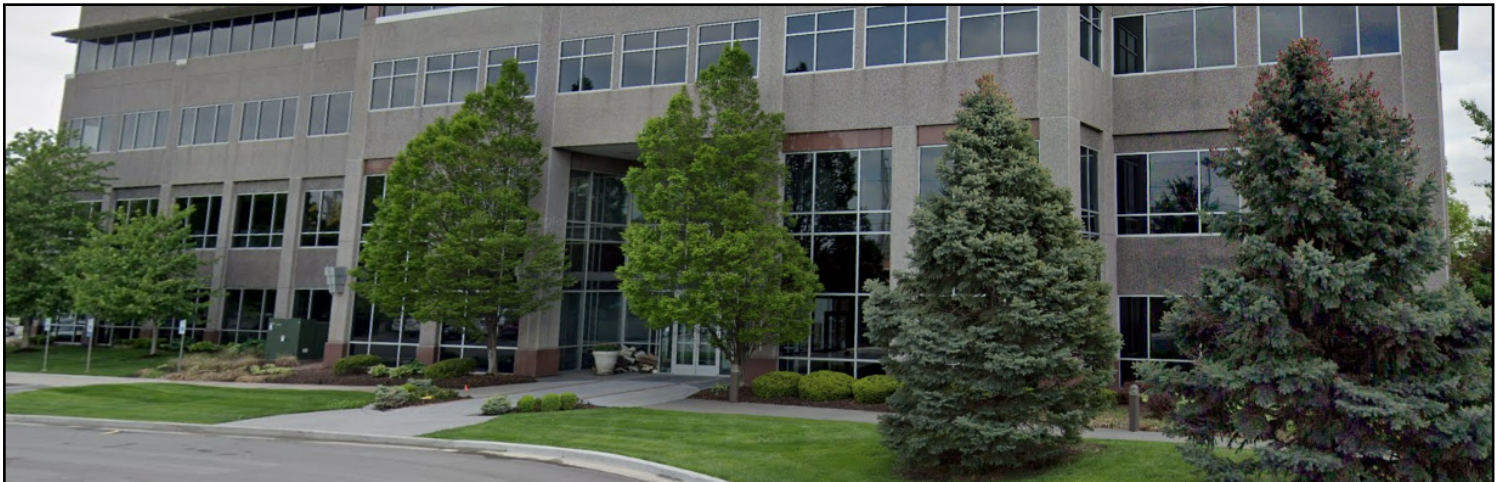
ARA

American Rental Association

1900 19th St.
Moline, IL 61265
800.334.2177
ARARental.org

About ARA

The American Rental Association (ARA) is the international trade association for the equipment and event rental industry, including rental businesses and suppliers to the industry. ARA provides educational, insurance/risk management, business management and marketing resources; networking opportunities; industry research; and legislative and regulatory advocacy for its members.



ARA

INSURANCE

11225 College Blvd Suite 250
Overland Park, KS 66210
800.821.6580
ARARental.org/ARA-Insurance

About ARA Insurance

ARA Insurance is a wholly owned subsidiary of ARA that focuses solely on the needs of those in the equipment and event rental industry. In addition to developing unique, rental-specific insurance coverage, it emphasizes a comprehensive risk management approach and reinvests in the industry by sponsoring products and programs that help rental operators reduce risk.

For additional information, to comment on this initiative, or to order copies, contact:



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