



FIRE PREVENTION DIRECTIVE # 002-2006/Revised

TO: ALL BFP PERSONNEL
SUBJECT: OCCUPANT LOAD SIGNS

FROM: David Schoonover, Director
Bureau of Fire Prevention
DATE: May 4, 2006
REVISED: July 20, 2007

Assembly rooms used for dining, drinking, dance floors, or similar purpose having an occupant load of 50 or more shall have a Maximum Occupant Load sign with the corresponding floor layout posted in a noticeable place near the main exit.

The following are the specifications for occupant load signs:

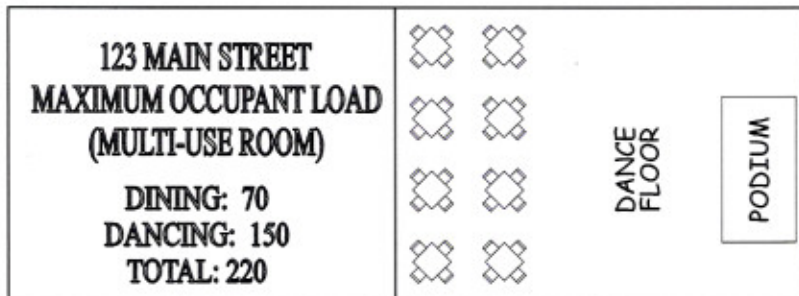
1. The occupant load sign shall be at least 8-1/2 inches by 11 inches with block capital letters not less than 3/4" high and 1/16" stroke.
2. The corresponding floor layout shall also be at least 8-1/2 inches by 11 inches.
3. The use of the room shall be indicated on the sign.
4. The address of the occupancy shall be indicated on the sign and floor plan.
5. The sign shall have a San Jose Fire Department "APPROVED BY" stamp affixed to the occupant load sign and corresponding floor layout. The stamp shall bear the signature of the Fire Marshal.
6. The sign shall be durable, permanent, and have a contrasting color from the background.
7. After the San Jose Fire Department "APPROVED BY" stamp has been signed by the Fire Marshal, the sign shall be laminated and displayed in a noticeable place near the main exit.
8. The following are examples for reference:

a) Single purpose room



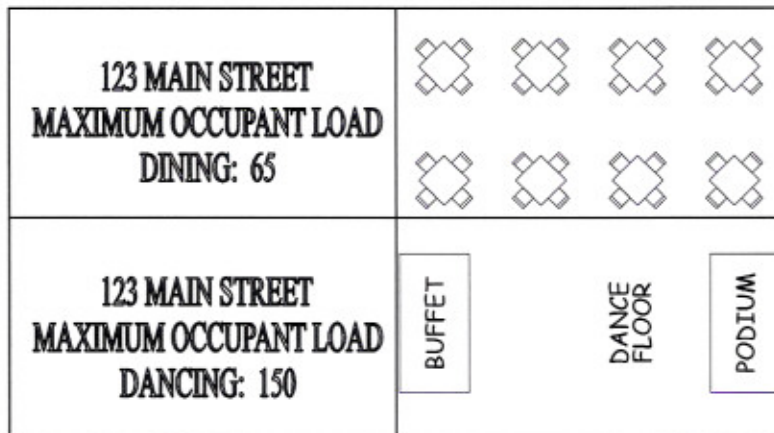
Occupancy Load Sign

b) Multi-use room – room with different uses in different areas



Occupancy Load Sign Floor Layout – Dining and Dancing

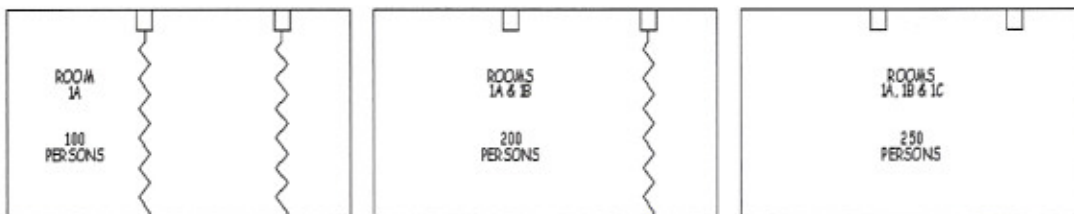
c) Combination Uses – room with different uses at different times



Occupancy Load Sign Floor Layout

d) Rooms with adjustable or folding partitions

MAXIMUM OCCUPANT LOAD – ROOM 1A:

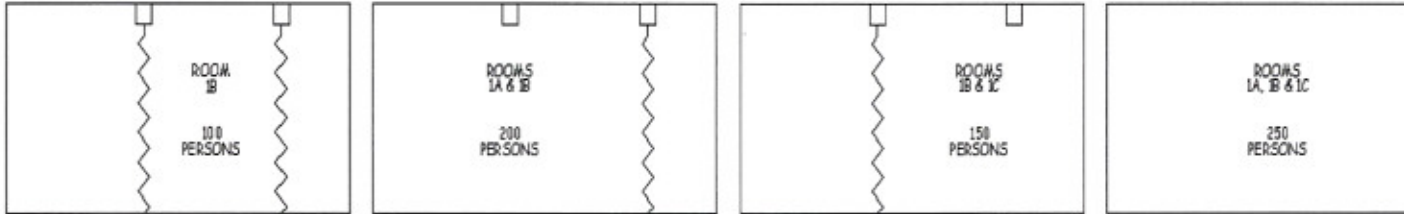


Subject: Occupant Load Sign

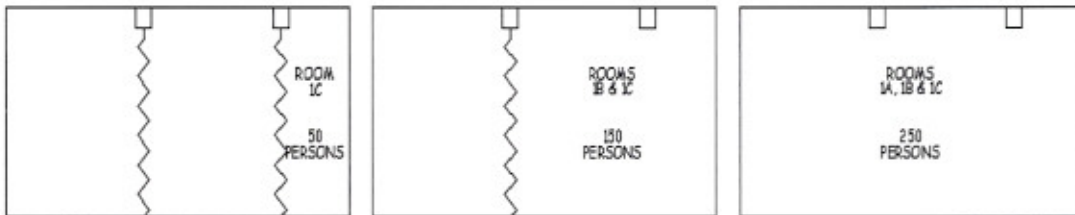
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MAXIMUM OCCUPANT LOAD – ROOM 1B:



MAXIMUM OCCUPANT LOAD – ROOM 1C:



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