CHRISTMAS TREES

• If using live trees:
  – Saw trunk 1 inch above original cut
  – Freshly cut
  – Needles should be soft and springy
  – Use a sturdy, large-capacity stand
  – Water daily
  – Keep open flames 5 feet away
  – Remove if water no longer absorbs
  – Display no more than 15 days
  – Affix tag with date of placement and by whom
  – Maintain 10 feet between trees
  – Avoid placing near heating ducts, radiators etc.
Fire Prevention – Christmas Tree & Decoration Safety

LIGHTS

- Position trees/decorations near outlets to avoid creating trip hazards
- Check for cuts, frays or exposed wires
- If defects found, cut plug and discard
- Use if approved and labeled by a nationally recognized testing laboratory
- Turn off when building is vacant
- Avoid staples or nails to secure
- Follow manufacturer's instructions, but avoid linking more than 3 strands
- Avoid overloading outlets and extension cords
CANDLES

• Use carefully and sparingly (LED lights recommended)
• Place in sturdy, non-combustible candleholders large enough to collect wax
• Place out of falling distance from live or artificial Christmas trees, wreaths or decorations
• Extinguish when leaving the building