



# Grapevine Fire Department

## Fire Prevention Division

FAX 817-778-3677

### VEHICLE DISPLAY PERMIT APPLICATION

**Required prior to any vehicle being moved inside a building.**

**Applicant must abide by all Show, Hotel and Shepard instructions and provisions.**

OWNER AND CONTACT INFORMATION						
Owner Name		Phone #		On Site?	<input type="checkbox"/> Y <input type="checkbox"/> N	
Contact Person		Phone #		On Site?	<input type="checkbox"/> Y <input type="checkbox"/> N	
Owner Address						
Owner City, ST & Zip						
VEHICLE INFORMATION						
Make		Model				
Year		Color				
Engine fuel type		Fuel tank level	N/A	1/4		
EVENT INFORMATION						
Event Name	Sunbelt Builders Show	Event location	Gaylord Texan			
Vehicle arrival date	Monday, August 5	Interior Location				
Vehicle arrival time	7 a.m.	Vehicle move-out date	10 a.m. Friday, August 9			
SPECIAL NOTES AND COMMENTS						
FIRE DEPARTMENT USE ONLY						
Approved:	Yes	No	Inspection Fee Required:	Yes	No	Amount:
Authorized Signature:				Date:		

# VEHICLE PERMIT APPLICATION REQUIREMENTS

This application is to be filled out in its entirety and provided to the Gaylord Texan Exhibit Hall no less than one week prior to the vehicle move in date.

- Liquid-fueled vehicles must have fewer than 5 gallons in the fuel tank or ¼ or less fuel gauge reading.
- All batteries must be disconnected by disconnecting the positive terminal. (A master battery disconnect switch may be used to disconnect all electrical circuits).
- The electrical circuit of the vehicle must be completely disabled. Vehicles with multiple batteries may require that all batteries in the vehicle be disconnected.
- A vehicle may have an alternate power supply connected if it meets the following criteria:
  - Building must be sprinkler protected.
  - Constant attendance at the vehicle during open show hours.
  - Electrical circuits disconnected after show hours & signed off by the Property Owner's representative.
  - During public display times, fuel systems and the starting circuits shall not be operable. I.e., *fuses pulled or circuit breakers disconnected.*
- The fuel tank filler cap shall be secured to such an extent that it has been made difficult to remove by the use of duct tape or other means. A locking gas lid on the vehicle is an acceptable means of securing the filler cap.
- Vehicle may not be run without prior approval of Fire Marshal. Fire Marshal must be present the entire time vehicle is running.
- All vehicle inspections shall be conducted between 7:00AM and 5:00PM Monday through Friday excluding holidays. All other times require an after hours inspection fee of \$45.00 per hour with a two-hour minimum to be paid at the time of inspection.
- The fire inspector will circle the fuel tank level at the time of move in, but prior to entering the building.
- Shepard Exposition Services requires trailers and mobile units to complete and submit the included Mobile Spotting form and the payment authorization form. Motorized vehicles, in addition to the completed Mobile Spotting form and payment authorization form, need to order visqueen from the exhibitor kit or plan on providing your own visqueen. If you are providing your own visqueen, the visqueen will need to be installed prior to your vehicle driving into the exhibit hall.

## Submit completed application to both:

Sunbelt Builders Show™  
313 E. 12th Street, Suite 210  
Austin, TX 78701

Gaylord Texan Exhibit Hall  
1501 Gaylord Trail  
Grapevine, TX 76051

Sunbelt@TexasBuilders.org  
Or FAX to (512) 476-6427

Or FAX form to 817-778-3677

**NO VEHICLES WILL BE ALLOWED IN THE BUILDING WITHOUT AN APPROVED PERMIT ON FILE IN THE FIRE MARSHAL'S OFFICE**

**CITY OF GRAPEVINE**  
**FIRE DEPARTMENT**  
**BUREAU OF FIRE PROTECTION**  
**(817) 481-0429 OR 481-0430**

**EXHIBIT HALL RULES AND REGULATIONS**

The information contained in this brief outline does not completely cover the rules and regulations contained in the Grapevine Fire Code, but it does provide the basic rules governing concessions, exhibits, and shows in any building open to the public.

1. Submit detailed floor plans to the Fire Marshal at least 15 days before scheduled opening.
2. All exit doors serving any occupied area of the building must remain unlocked, unobstructed, and in proper operating condition; exit signs must function properly and be visible from all areas. All exits, hallways and aisles leading from buildings or tents are to be kept clear and unobstructed at all times.
3. All curtains, table skirts, drapes and decorations must be constructed of flameproof material, or treated with an approved flame proofing solution. (Treatment shall be renewed as often as may be necessary to maintain the flame proofing effect.)
4. No combustible materials, merchandise or signs shall be attached to, hung from, or draped over flameproof side and rear divider draperies of booths, or attached to table skirting facing aisles, unless flameproof.
5. Automobiles, trucks, tractors, and other motor vehicles utilizing flammable fuels which are placed on display inside any building, shall have no more than ¼ tank of fuel or five (5) gallons of fuel in the tank; all fuel tanks shall be locked or effectively sealed and battery cables shall be disconnected from the ignition system. Ignition keys for vehicles on display shall be kept by a responsible person at the display location for removal of such vehicles from the building in event of emergency. Boat gas tanks shall be completely empty.
6. Combustible waste is to be collected as it accumulates and be stored in noncombustible, covered containers, which are emptied at least once each day.
7. All commercial type cooking appliances shall be equipped with ventilation hoods and approved automatic extinguishing systems. All other cooking devices shall have adequate separation from combustible materials by spacing or noncombustible shielding.
8. Electrical equipment must be installed, operated, and maintained in a manner, which does not create a hazard to life or property.
9. The use of liquefied petroleum gases inside buildings, tents or areas is strictly prohibited, except for demonstration by special permit.
10. "No Smoking" signs shall be posted and maintained in areas designated by the Fire Marshal.
11. Provide and maintain approved fire extinguishing equipment in all areas designated by the Fire Marshal.
12. All gas-fired appliances shall be approved by the Fire Marshal before being used.
13. The use of welding and cutting equipment for demonstration purposes must be approved by the Fire Marshal.
14. The demonstration or use of equipment using liquid fuel in buildings is prohibited.
15. No flammable liquids shall be used or admitted inside of buildings except by approval of the Fire Marshal. (This includes aerosol cans-empty cans are approved.)
16. Artificial lighting such as lanterns and candles is prohibited. This includes pyrotechnics displays.
17. When smoking is permitted, there shall be provided on each table and at other convenient places suitable noncombustible ashtrays or match receptacles.
18. Each exhibitor shall provide an approved noncombustible container with approved cover for daily accumulation of waste material.
19. The use of all gas-fired heating units, either portable or stationary, shall meet the approval of the City Building Inspector and/or the Fire Marshal. The use of so-called "salamander" stoves is strictly prohibited.
20. All flammable liquids used in any exhibit area shall be stored in and dispensed from an approved safety can.

Reference: 1991 Edition Uniform Fire Code