

Sunbelt Builders Show™

August 6 - 9, 2019 ~ Gaylord Texan, Grapevine, TX

TRAILER DISPLAY PERMIT APPLICATION

Required prior to any trailer 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?	Y N
Contact Person		Phone #		On Site?	Y N
Owner Address					
Owner City, ST & Zip					
TRAILER INFORMATION					
Make		Model / Length			
Year		Color			
Engine Fuel Type		Fuel Tank Level	<input type="checkbox"/> N/A	<input type="checkbox"/> 1/4	
EVENT INFORMATION					
Event Name	Sunbelt Builders Show	Event Location	Gaylord Texan, Gaylord Conference Center		
Arrival Date	Monday, August 5	Interior Location			
Arrival Time	7 a.m.	Move-out Date	10 a.m. Friday, August 9		
SPECIAL NOTES AND COMMENTS					
SHOW USE ONLY					
Approved:	Y N	Inspection Fee Required:	Y N	Amount:	
Authorized Signature:		Date:			

TRAILER PERMIT APPLICATION INSTRUCTIONS

This application is to be filled out in its entirety and provided to the Sunbelt Builders Show™ management no less than two weeks prior to the vehicle move in date.

Special Provisions for Motorized Vehicles or Trailers

Gas/diesel driven vehicles or equipment will not be allowed onto the property until the vehicle has been approved and tagged by the Fire Marshal.

Prior to tagging the vehicle, the Dallas Fire Department will inspect for:

- Gas Level - Must have 1/4 tank or less of fuel, but no more than 5 gallons.
- Gas Cap - Cap must be taped shut if not self locking.
- Battery - Both leads must be disconnected from the battery and taped with no metal touching terminal leads.

The Hilton Anatole Hotel Security Department will also log the vehicle. Be advised that the Hilton Anatole Hotel Security Department will hold the keys to all vehicles. Keys will only be released to authorized personnel.

- A. Definition: Motorized vehicles shall be defined as any vehicle which is propelled by an internal combustion engine using Class I or Class II fuel, such as, but not limited to: automobiles, trucks, motorcycles, aircraft, or water craft.
- B. All motorized vehicles displayed, shall have batteries disconnected per Dallas Fire Department policy, outlined above.
- C. Fuel supplies in vehicles on display shall not exceed ¼ of a tank of gas. The tank must be purged with carbon dioxide (CO₂).
- D. All motor vehicle tanks containing fuel shall be furnished with locking type caps or sealed with tape to preclude inspection by viewers. Tractors, chainsaws, power plants and other fuel-powered equipment shall be safe guarded in a similar manner.
- E. All motor vehicles must be clean before entering exhibit/ballroom space. Runners must be in place at all move in/move out entries consisting of visqueen.
- F. Vehicles on display require visqueen and a drip pan under the vehicle.

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

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

**NO VEHICLES WILL BE ALLOWED IN THE BUILDING WITHOUT AN APPROVED PERMIT ON FILE
AND APPROVAL FROM THE FIRE MARSHAL**