

TRUCK & VEHICLE DISPLAY PERMIT APPLICATION

CITY OF SAN ANTONIO FIRE CODES & REGULATIONS



This application is required for Fire Marshal approval prior to moving in any display vehicles and trucks into the Henry B. Gonzalez Convention Center Exhibit Hall 3. This application must be filled out in its entirety and provided to Show Management by **July 31, 2020**.

Requirements for Vehicles/Trucks and Fuel Powered Engines:

- Liquid-fueled vehicles must have no more than **¼ tank of fuel or 5 gallons (19L)** or whichever is least for driving in, positioning, and driving out of the exhibit hall.
- The fuel tank cap must be either locked or sealed by tape. A locking gas lid on the vehicle is an acceptable means of securing the fuel tank cap.
- Batteries cables must be disconnected. 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.
- Keys to all display vehicles and trucks must remain onsite. Turn keys into Show Management, Dana Fuller, prior to leaving the exhibit hall each day.
- Vehicle may not be run without prior approval of Fire Marshal and must be present the entire time vehicle is running.

Mandatory Move-In & Move-Out: Show Management requires **ALL** Truck & Vehicle Display Exhibitors to move in with 30 minute intervals, between 10:00 am & 12:00 pm: **Tuesday, September 15, 2020.**

- 1) 8:00 am: Petroleum Marketers Equip Co. - #187 3) 9:00 am: Werts Welding & Tank - #196
 2) 8:30 am: Polar Tank Trailer - #186 4) 9:30 am: LBT, Inc. - #197 5) 10:00 am: The Jack Olsta - #198

Move-Out - Friday, September 18: Freeman will roughly start moving them out at 5:00 pm. However, if Hall 2 is available and the center will open the airwall, the trucks can start moving out as soon as the show breaks at 1:30 pm. **We'll have to wait to confirm these one to two weeks out from the Expo, but we'll keep you posted.**

ON-SITE CONTACT & DRIVER INFORMATION

On-Site Contact		Driver's Name	
On-Site Contact's Cell		Driver's Cell	
On-Site Contact's Email			

VEHICLE INFORMATION

Make		Model	
Year		Color	
Truck Dimensions			
Engine Fuel Type			

EVENT INFORMATION

Exhibitor Booth #			
Event Name Exhibit Hall 3	Southwest Fuel & Convenience Expo Henry G. Gonzalez Convention Center	Event Date	Sept. 17, 2020: 3:00 pm – 7:00 pm Sept. 18, 2020: 10:00 am - 1:30 pm
Vehicle Arrival Date/Time:	Tuesday, Sept. 15, 2020	Starting Time for In/Out Tuesday, Sept. 15 will be 30 min intervals per truck	
Vehicle Move Out Date & Time:	Friday, Sept. 18, 2020		
Submitted By:			

RETURN BY JULY 31, 2020 - EARLIER PREFERRED

SUBMIT ASAP TO BE REVIEWED BY THE FIRE MARSHAL FOR EARLY APPROVAL

QUESTIONS – CONTACT SHOW MANAGEMENT – DANA FULLER
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