



## EXHIBITOR SERVICE MANUAL

November 18-21 | Las Vegas, NV  
Las Vegas Convention Center

### MOTORIZED VEHICLE NOTIFICATION

Deadline Date: October 1, 2013

If you plan on having a motorized vehicle on display in your booth, please complete the form below and submit to ISSA by **October 1, 2013**. It is also necessary to complete the *Vehicle Placement Order Form* in the GES Services section.

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_ Country \_\_\_\_\_

Your name \_\_\_\_\_ Title \_\_\_\_\_

Phone number \_\_\_\_\_ Email address \_\_\_\_\_

On-site contact name \_\_\_\_\_ Title \_\_\_\_\_

On-site contact cell phone number \_\_\_\_\_

- Fuel tanks shall have no more than 1/4 tank or 5 gallons capacity (whichever is less).
- Place protective covering under the vehicle.
- Tanks cannot be refueled or emptied inside the facility.
- Fuel tanks must be equipped with a locking gas cap.
- Battery cables must be disconnected once the vehicle is positioned.
- The engine cannot be operated during show hours.
- During non-show hours, vehicles must be locked.
- No repairs or alterations may be made on vehicles while on display.
- Vehicle cannot be moved until move-out begins without prior approval by the Safety Fire Manager
- Exhibitors must provide fire extinguishers.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please submit form to Leah Mrazek ([leahm@issa.com](mailto:leahm@issa.com)) or fax: 847-982-0819