



CITY OF SAN ANTONIO CONVENTION & SPORTS FACILITIES

VEHICLES IN THE FACILITY

PROCEDURES:

- A.** Personally owned vehicles (POV's) may not be driven into the exhibit halls during move in, move out or show hours. Parking of vehicles inside the exhibit halls is prohibited except in the case of vehicles to be used as a static display as part of an exhibit (i.e. auto shows, RV shows, etc...).
- B.** Static display vehicles may be displayed in the exhibit halls with prior approval from the City of San Antonio Fire Marshal. It is the responsibility of the decorator to advise of static display vehicles as well as contacting the Fire Marshal.
- C.** On a case-by-case basis, commercial production vehicles (CPV's) such as decorator delivery vehicles, AV contractor vehicles and delivery vehicles belonging to any of our in-house/exclusive or preferred contractors, MAY be permitted to drive into the exhibit halls for the purpose of temporary loading or unloading of equipment. Any such occurrence is permissible only with the prior approval of the convention center.
- D.** Any CPV granted permission to drive inside of the facility must be accompanied by no less than one guide person on foot.
- E.** The length of time that any CPV will be permitted to remain in the exhibit hall is at the discretion of the convention center.
- F.** Any CPV granted permission to drive into the exhibit hall may be subject to search prior to entry into the exhibit hall. Any resulting security costs related to such a search will be billed to the requesting party.
- G.** Except for static display vehicles, no vehicles (POV or CPV) are allowed on the exhibit floor during show hours while an event is open to the public.
- H.** All static display vehicles must be inspected by Fire Marshal before entry into the convention center. Static display vehicles should have less than 1/4 tank of gas upon arrival. Once static display vehicles are set in place, vehicle battery should be disconnected and gas tank secured. Any deviation from this should be advised by the Fire Marshal.
- I.** All work vehicles brought into the CSE facilities must be propane or electrical powered.
- J.** Operators of any vehicle on the grounds or inside the CSE facilities must have a valid driver's license. This includes golf carts.
- K.** All vehicles when not in use must be secured and unable to be operated by the general public.
- L.** Rental vehicles are the responsibility of the company or individual that rented the equipment and must be removed at the end of the event unless special approval has been given.