



Grapevine Fire Department

Fire Prevention Division

FAX 817-778-3677

VEHICLE DISPLAY PERMIT APPLICATION

Required prior to any vehicle being moved inside a building.

OWNER AND CONTACT INFORMATION							
Owner Name		Phone #		On Site?	Y		
					N		
Contact Person		Phone #		On Site?	Y		
					N		
Owner Address							
Owner City, ST & Zip							
VEHICLE INFORMATION							
Make		Model					
Year		Color					
Engine fuel type		Fuel tank level	1/4	1/2	3/4	Full	
EVENT INFORMATION							
Event Name		Event location	Gaylord Texan				
Vehicle arrival date		Interior Location					
Vehicle arrival time		Vehicle move-out date					
SPECIAL NOTES AND COMMENTS							
FIRE DEPARTMENT USE ONLY							
Approved:	Yes	No	Inspection Fee Required:	Yes	No	Amount:	
Authorized Signature:				Date:			

VEHICLE PERMIT APPLICATION INSTRUCTIONS

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.

Requirements

- 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 by the use of duct tape or other means to such an extent that it has been made difficult to remove. 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.

Move-In Procedures

- All vehicle inspections shall be conducted between 8:00AM 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, or in advance via check made to the City of Grapevine, or via credit card at:

<https://www.grapevinetexas.gov/1563/Pay-Online-Fire-Inspection-Fees>

Please reference the show name and the hotel contact you are working with under the “purpose of payment” tab.

- The fire inspector will circle the fuel tank level at the time of move in, but prior to entering the building.

Submit completed application to:

**Gaylord Texan Exhibit Hall
1501 Gaylord Trail
Grapevine, TX 76051**

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 AND EXHIBIT HALL OFFICE**