



Two Galleria Parkway SE, Atlanta GA 30339

## MOTORIZED VEHICLE + TRAILER AUTHORIZATION FORM

<u>Event Name</u>	<u>Event Date</u>	<u>Booth # (Required)</u>
<u>Exhibiting Company</u>	<u>Phone</u>	<u>Website</u>
<u>Address</u>	<u>City/State</u>	<u>Zip Code</u>

### DISCLAIMERS

- Cobb County Fire Marshal’s Office has stringent requirements for motorized vehicles inside the Cobb Convention Center.
- The *Motorized Vehicle Authorization Form* must be completed, in entirety, and submitted to Cobb Convention Center for review and approval 30 days prior to the event date. Failure to complete will result in lack of approval.
- Completed forms may be submitted to [services@cobbgalleria.com](mailto:services@cobbgalleria.com)
- Lack of approval of this form prevents all displays and/or exhibits as requested by this form.
- Cobb Convention Center considers all the following “motorized vehicles” and must accompany a completed and approved form. This includes all gas- or diesel-powered engines, hybrid, and electric vehicles.
  - Trucks
  - SUVs
  - Cars
  - Jeeps
  - Motorcycles and Dirt Bikes
  - Tactical Vehicles
  - Tractors
  - Emergency Responder Vehicles
  - Rideable Lawnmowers
  - Golf Carts
  - Electric Bicycles and Scooters
  - Motorized Assisted Mobility Vehicles
- Cobb Convention Center considers all the following “trailers” and must accompany a completed and approved form.
  - Semi-Trailer
  - Flatbeds
  - Any ‘pull behind’ and/or ‘detachable’ unit
- Cobb Convention Center does not permit electric and/or hybrid vehicles inside any *BALLROOM*.
- Displayed vehicles and/or trailers are ultimately subject to approval by a representative from the Cobb County Fire Marshal’s office.
- Upon arrival, all vehicles will be inspected by a Cobb Convention Center representative.

### COBB COUNTY FIRE CODE GUIDELINES DISPLAYED VEHICLES + TRAILERS

- All vehicles must contain no more than ¼ (quarter) tank of fuel OR 5 gallons, whichever is less
- All vehicles must have a locking fuel cap.
- Battery cables must be disconnected and taped. Note: this does not apply to solely electrical vehicles.
- Electric vehicles may not be charged within the Cobb Galleria Centre.
- Once in place, vehicles may not be moved or operated during event hours.



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**VEHICLE REQUESTED FOR DISPLAY**

MAKE	YEAR	MODEL	TYPE (Please indicate FUEL, HYBRID, OR ELECTRIC)	LOCATION (Must be clearly marked on the submitted floorplan)

**TRAILER REQUESTED FOR DISPLAY**

DESCRIPTION	DIMENSIONS	LOCATION (Must be clearly marked on the submitted floorplan)

*I agree to adhere to all requirements set forth by the Cobb County Fire Marshal's office as well as the Cobb Convention Center. I understand that violating any policy/procedure will result in ceasing of operations.*

Applicant Signature \_\_\_\_\_ Print \_\_\_\_\_

Applicant E-mail \_\_\_\_\_ Applicant Phone Number \_\_\_\_\_

Event Services Verification \_\_\_\_\_

Fire Marshal's Office Approval \_\_\_\_\_