

VEHICLE REPORTING INFORMATION

Deadline: March 13, 2009

VEHICLE REPORTING REQUIREMENTS

If you display vehicles in your booth, you must file a Display Vehicle Reporting Form by **March 13, 2009**.

Vehicles used as part of a company's display may not occupy more than 50 percent of the booth space. **THIS IS VERY IMPORTANT.**

ATD requires prior notification of all vehicles that will be on display in the facility. If you do not report displayed vehicles to ATD Exposition Management, we will not approve them for move-in.

GAYLORD NATIONAL RESORT & CONVENTION CENTER VEHICLE REGULATIONS

Any autos, trucks, motorcycles, boats, other motorized vehicles or other flammable-fueled engines must conform to the following requirements.

1. Fuel tanks, except those that have never held fuel, shall have no more than one quarter tank of fuel or 10 gallons, whichever is less. All fuel tank openings shall be locked or sealed shut.
2. The electrical system shall be de-energized, by either:
 - a. removing the battery(ies);
 - b. removing the battery cables; or
 - c. disconnecting both battery cables and covering them with electrical tape or a similar insulating material.
3. Carpet Protection shall be placed under the engine.
4. Combustible materials must not be stored beneath display vehicles. All space beneath vehicles must be clear and visible.
5. Keys must be delivered to ATD Security.



Display Vehicle Reporting Form

2009 ATD Convention & Exposition
April 18-20, 2009
Gaylord National Resort & Convention Center
National Harbor, MD

DEADLINE: March 13, 2009

NOTE: Vehicles used as part of a company's display may not occupy more than 50 percent of the booth space.

Exhibiting Company

Address

City/State/Zip

Contact Person

Phone Number

Fax Number

Booth Number _____

Booth Dimensions _____ x _____ = _____ sq. ft.

Number of vehicles to be displayed _____

Type of vehicles to be displayed _____

Note: Any autos, trucks, motorcycles, boats, other motorized vehicles or other flammable-fueled engines must conform to the following requirements:

1. Fuel tanks, except those that have never held fuel, shall have no more than one quarter tank of fuel or 10 gallons, whichever is less. All fuel tank openings shall be locked or sealed shut.
2. The electrical system shall be de-energized, either by:
 - a. removing the battery(is);
 - b. removing the battery cables; or
 - c. disconnecting both battery cables and covering them with electrical tape or other similar insulating material.
3. Carpet Protection shall be placed under the engine.
4. Combustible materials must not be stored beneath display vehicles. All space beneath vehicles must be clear and visible.
5. Keys must be delivered to ATD Security.

Submit this form by **March 13, 2009** via **FAX** to 703-749-4733 or **E-mail** to tcarter@nada.org