

### Grapevine Fire Marshal Permit Application

Any vehicle or equipment (such as, but not limited to lawn equipment, generators, etc.) which utilizes a fuel/power source (liquid or battery) entering the building for display **MUST** have a permit issued by the Grapevine Fire Marshal. Any heat-producing device (such as, but not limited to cooking/warming devices, heaters, dryers, coffee machines, heat presses, etc.) **MUST** have a permit issued by the Grapevine Fire Marshal. Refer to the Grapevine Fire Marshal Permit Application for display vehicle/equipment and heat-producing device requirements. The application lists all requirements for a vehicle/equipment to be displayed inside.

Here is the link to the permit application:

<https://grapevine.mccicloud.io/Forms/GaylordPermitApplication>

Effective immediately, the Grapevine Fire Marshal's Office is introducing a late fee for event permit applications to streamline our permit process and encourage timely submissions. The following late fees will apply for applications submitted close to the event move-in date:

- \$250 – For applications submitted 2 days before the show move-in.
- \$500 – For applications submitted 1 day before the show move-in.
- \$750 – For applications submitted on the day of show move-in.

Please note that these fees are in addition to the standard permit application fee. Failure to submit applications on time may result in delays to event setup. We strongly encourage all event coordinators and vendors to submit applications well in advance to avoid additional fees. Late permit applications will only be accepted Monday through Friday, between 8:00 AM and 5:00 PM, and only when staffing allows. To avoid late fees, all applications must be submitted at least 3 business days prior to the show move-in date.

The late application process should be considered a last resort, as it may not always be available. If you have any questions or need further clarification, please contact the Grapevine Fire Marshal's Office at 817-410-4427.