

## INDOOR BURNING APPROVAL REQUEST FORM

All exhibitors requesting to burn in an INDOOR EXHIBIT SPACE must complete and return this form to HPBA show management by December 31, 2019 for approval. Please be as accurate as possible so that we may adequately serve you. You may submit updates after this deadline if needed.

I agree to review the Indoor Burning Requirements document in the online Exhibitor Service Manual, available in November 2019, to ensure that my booth and appliances meet expectations.

Exhibiting Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Indoor Booth#: \_\_\_\_\_ Indoor Booth Size: \_\_\_\_\_ ft. X \_\_\_\_\_ ft. (\_\_\_\_\_ total sq. ft.)

**INDOOR NATURAL GAS**

**Note:** A separate connection order form must be submitted to the convention center – See online Exhibitor Service Manual, available November 2019. **Max of 1 connection/1 appliance per 400 sq. ft. of exhibit space – burn areas are limited.**

Appliance Name <small>(only appliances approved for INDOOR use)</small>	Appliance Type <small>(fireplace, stove, etc.)</small>	BTUs/Hour	Vent Type <small>(b-vent, direct-vent, vent-free, etc.)</small>
1.			
2.			
3.			
4.			
5.			
6.			

*(for more than 6 appliances, please include separate list)*

**INDOOR ALCOHOL/ETHANOL FUEL**

**Note:** A maximum of 2 gallons of fuel may be stored within a 100 sq. ft. booth. Exhibitors may arrange storage/delivery of additional amounts with the official general contractor, Freeman, for a fee.

Appliance Name <small>(only appliances approved for INDOOR use)</small>	Fuel Type	Appliance Name <small>(only appliances approved for INDOOR use)</small>	Fuel Type
1.		4.	
2.		5.	
3.		6.	

*(for more than 6 appliances, please include separate list)*

**OTHER** - Other fuels are not permitted indoors. HPBA show management does not allow propane tanks of any size OR any type of cooking in the indoor exhibit hall.

<p><b>Forms and questions can be sent to Amy Jackson, Senior Manager – Exhibits:</b> Hearth, Patio &amp; Barbecue Association   1901 North Moore St., Ste. 600   Arlington, VA 22209 703-522-0086, ext. 125   703-522-0177 (F)   email: <a href="mailto:amyjackson@hpba.org">amyjackson@hpba.org</a></p>	<p><b>DEADLINE:</b> <b>December 31,</b> <b>2019</b></p>
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