

# Caroline County Department of Fire and Rescue



## Application for Fireworks Display

**ALL PERMITS MUST BE RECEIVED 30 DAYS PRIOR TO DISPLAY**

In order to ensure that your application is processed in a timely manner, please ensure that you completely fill out the attached **Applicant Information** page, attach all of the **Additional Required Information** and include a check for the **\$100 non-refundable permit application** at time the application is submitted.

**\*NOTE:**

This Application **MUST** be submitted by the Property Owner of the Fireworks Display Site.

The Property Owner is the Applicant.

\_\_\_\_\_ \$100 Non Refundable Permit Application Fee

\_\_\_\_\_ Copy of/or evidence of a bond or certificate of A+ Commercial General Liability Insurance in the amount of not less than \$1,000,000 covering any damages resulting from fireworks displays.

\_\_\_\_\_ Does the Insurance/Bond Certificate include the following information:

\_\_\_\_\_ Date and Physical Address \_\_\_\_\_ additional insured on the liability insurance  
\_\_\_\_\_ Rain Date \_\_\_\_\_ of Event \_\_\_\_\_ certificate

\_\_\_\_\_ Certification of Advanced Written Notice to abutting property owners 10 days prior to event.

\_\_\_\_\_ Site Plan/Drawing noting:

\_\_\_\_\_ Firing/Discharge Point Location and Dimensions

\_\_\_\_\_ Spectator/Viewing Area Location and Dimensions

\_\_\_\_\_ Parking Area Location and Dimensions

\_\_\_\_\_ Location and Type of Any Special Hazards in the Area

\_\_\_\_\_ Nearby structures(with approximate distances)

\_\_\_\_\_ Location of Ready Box during set up and during the Event.

\_\_\_\_\_ Copy of the Pyrotechnician's State Certifications pursuant to Section 107.2 of the Statewide Fire Prevention Code.

\_\_\_\_\_ Itemized List of Fireworks to be used in the display.

\_\_\_\_\_ A copy of the contract for services between the sponsor and the pyrotechnic company. This should include the indemnification/hold harmless agreement in favor of Caroline County for the duration of activities related to the permitted event.

# Caroline County Department of Fire and Rescue

## Application for Fireworks Display

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_____ Are All Required Signatures Present?
_____ Is All Required information Provided?
_____ Has a site inspection been completed?
<b>Complete Below Once Application Has Been Approved.</b>
_____ Certification of Advanced Written Notice to abutting property owners 10 days prior to event.
_____ Written Permission from Owners of Residential Structures that are within 1000 ft of display site.

**FOR Official Use Only**

After review of the application, I \_\_\_\_\_ Recommend \_\_\_\_\_ Do Not Recommend that this Application for Fireworks Display be Approved.

\_\_\_\_\_ Rank    \_\_\_\_\_ Signature

\_\_\_\_\_ Date

Comments

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Application No.

**THIS is NOT a PERMIT TO DISPLAY**

**\*\*\*Failure to provide all requested documents and signatures will require that the application be returned to applicant. No Applications will be approved until ALL Required documentation and signatures are present.\*\*\***



Application No.

## Caroline County Department of Fire and Rescue Application for Fireworks Display

Date: \_\_\_\_\_

### Property Owner Information

Sponsor Name	Sponsor's Address
(Last name, First name, Middle initial)	(Street Address)
(Home Phone Number)	(City, State, Zip Code)
(Mobile Phone Number)	(Email Address)
<b>If this display is being performed by or for an organization:</b>	
Organization Name	Organization Address
(Street Address)	
(Phone Number)	(City, State, Zip Code)
(Fax Number)	(Web Site/Email Address)
<p style="text-align: center;">Organization Type</p> <input type="checkbox"/> Governmental <input type="checkbox"/> Public/Non-Profit <input type="checkbox"/> Private/Non-Profit <input type="checkbox"/> Private/Unincorporated <input type="checkbox"/> Other:	

### Event Information

Event Name	Event Address	
Designated Individual/Coordinating Pyrotechnician	(Street Address)	
(Last name, First name, Middle initial)	(City, State, Zip Code)	
(Mobile Phone Number)	Event Date	Start Time
(Email Address)	Rain Date	Start Time
<b>*Note: By County Ordinance All Fireworks Displays (Except for New Years Eve) must be between the hours of 8 am and 11pm and are not to exceed 30 minutes in duration.</b>		

### Signature and Verification

I, as the property owner, grant permission to the above named pyrotechnician to display fireworks on my property. Additionally, I understand and agree to the requirements of the Fireworks Ordinance and Display Permit process. I agree to take full responsibility for the safety and proper conduct of the event, event staff and of the display fireworks. I have made arrangements for traffic control, Fire and Emergency Medical Services.

\_\_\_\_\_  
Signature of Sponsor

\_\_\_\_\_  
Date



Application No.

**Caroline County Department of Fire and Rescue  
Application for Fireworks Display**

Date: \_\_\_\_\_

**Pyrotechnician Information**

This Page is to be Completed by the Coordinating Pyrotechnician

List all Pyrotechnicians and Assistants	Virginia SFMO Certification Numbers	
Name	Proximate	Aerial
<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		
<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		
<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		
<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		
<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		
<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		
<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		
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<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		
<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		
<b>Role:</b> _____ Coordinating Individual/Pyrotechnician _____ Operator _____ Other: _____		

**By signing, I agree to report any change of personnel, date, time, insurance status, location, dimensions, or distances to Caroline County Fire Rescue within 24 hours of occurrence. No changes can be made to the permit application within 72 hours of the event.**

I certify that all information contained herein, and all documents attached hereto, are accurate, true, and complete. My signature authorizes Caroline County Fire Rescue to verify the answers that I have given in response to the questions contained in this application.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

**\*\*\*Submit Copies of ALL Pyrotechnicians Certifications with Application**



Application No.

## Caroline County Department of Fire and Rescue Application for Fireworks Display

Date:

### Required Information from Coordinating Pyrotechnician

Aerial Display Company	Aerial Display Company Address
	(Street Address)
(Phone Number)	(City, State, Zip Code)
(Fax Number)	(Web Site/Email Address)
Fireworks Supply Company	Fireworks Supply Company Address
	(Street Address)
(Phone Number)	(City, State, Zip Code)
(Fax Number)	(Web Site/Email Address)
Federal Identification Number (FID)	

### Ordinance to be Displayed

List the size (in inches) and number of shells to be fired. Provide additional indication for multi-break shells and or salutes (reports). Attach additional pages as needed.

Amount	Size	Shell Type

This display will be fired (check appropriate box): <input type="checkbox"/> Manually <input type="checkbox"/> Electrically <input type="checkbox"/> Combined	Will mortars be re-loaded during the display? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Mortars to be used will be constructed of (check all that apply):

Steel     Paper     High Density Polyethylene     Pre-Packaged     Other: \_\_\_\_\_



Application No.

## Caroline County Department of Fire and Rescue Application for Fireworks Display

Date:

### Emergency Procedures

A written emergency plan must be submitted as part of the permit review process. This plan shall include the following:

- Procedures to be followed for mis-fires. No mis-fires shall be re-fired without the approval of the Fire Marshal.
- Procedures to be followed in the event of a catastrophic failure of a firework device or component or other accident related to event activity. This must include emergency notification to fireworks personnel, event staff, and emergency personnel.
- Procedures for retrieval, security, disposal, and/or transport of fireworks that are damaged or otherwise rendered unstable by the Fire Marshal for re-firing. If this requires the services of a third party, this shall include the contact information and proof that said firm shall be immediately accessible for notification purposes by the applicant and shall be on site within a twenty-four (24) hour period once notified by the applicant. If no name and contact information of such a company is provided, it will be assumed that the applicant acknowledges that it will be responsible for paying all costs that may be incurred by the Fire Marshal's Office in abating and cleaning up the Hazard.

### Conditions and Acknowledgements

The following requirements are to be adhered to in accordance with the Caroline County Department of Fire Rescue. Please initial each item, indicating that the applicant acknowledges these requirements and agrees to comply with the said requirements. If the item does not apply to the circumstance, please mark N/A in place of initialing.

<ul style="list-style-type: none"> <li>• If reloads are used during the display, the ready box will be capable of protecting the contents from burning debris with a self closing cover or by an equivalent means or method.</li> </ul>	
<ul style="list-style-type: none"> <li>• During the performance of the display, the ready box will be located at least 25 feet upwind from the mortar Placement.</li> </ul>	
<ul style="list-style-type: none"> <li>• The reloading of shells will be confined to the shells with a 6 inch or less diameter.</li> </ul>	
<ul style="list-style-type: none"> <li>• The display site has a radius of not less than 100 ft per inch of diameter of the largest shell to be fired (there are no exceptions to this rule). An additional 50 feet "Buffer" is requested, if practical, to compensate for the wind.</li> </ul>	
<ul style="list-style-type: none"> <li>• No spectator or spectator parking will be located within the display site.</li> </ul>	
<ul style="list-style-type: none"> <li>• Any ground display pieces used will be located minimum distance of 75 feet from spectator viewing and parking areas.</li> </ul>	
<ul style="list-style-type: none"> <li>• It is requested that a 20 B.C Fire Extinguisher AND 2.5 gallon water extinguisher is on hand at the display site.</li> </ul>	
<ul style="list-style-type: none"> <li>• The display site is free of fire hazards, to include boxes, wrapping, dry grass or mulch piles, or other combustibles that could contribute to an accidental ignition of fireworks.</li> </ul>	
<ul style="list-style-type: none"> <li>• The sponsor is providing a sufficient number of monitors, with distinctive identification (e.g. badges, colored vest, etc.) Whose sole duty is enforcement of crowd control around the display area. The sponsor will determine the required number of monitors with the concurrence of the Fire Marshal (or his designee) and the operator). Where practical, temporary barriers can be incorporated to aid in crowd control.</li> </ul>	
<ul style="list-style-type: none"> <li>• The power source used for firing pyrotechnic devices is restricted to batteries or isolated power supplies used for firing purposes only</li> </ul>	
<ul style="list-style-type: none"> <li>• Any shell larger than 6-inches in diameter will be pre-loaded into the mortar(s) and fired electrically.</li> </ul>	
<ul style="list-style-type: none"> <li>• Except for securely fastened mortar racks, mortars will be buried to a depth of at least 66.6% of their length.</li> </ul>	
<ul style="list-style-type: none"> <li>• When mortars are to be reloaded during a display, mortars of various sizes will not be intermixed. Mortars of the same size will be placed in groups according to size and groups will be separated from one another.</li> </ul>	
<ul style="list-style-type: none"> <li>• Mortars will be of sufficient length, strength, and durability to fire the aerial shells safely and to safe heights.</li> </ul>	
<ul style="list-style-type: none"> <li>• I acknowledge that a fireworks permit does not supersede or give me permission to violate the County Noise Ordinance.</li> </ul>	



Application No.

**Caroline County Department of Fire and Rescue  
Application for Fireworks Display**

Date: \_\_\_\_\_

**Certification of Coordinating Pyrotechnician**

**I certify that all information contained herein, and all documents attached hereto, are accurate, true, and complete. My signature authorizes Caroline County Fire Rescue to verify the answers that I have given in response to the questions contained in this application.**

\_\_\_\_\_  
Signature of Coordinating Pyrotechnician

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Coordinating Pyrotechnician



Application No.

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# Application for Fireworks Display

Date: \_\_\_\_\_

## Certification of Written Notice to Abutting Property Owners

I, \_\_\_\_\_ have given Written Notice to the owners and

residents of all properties adjoining the Fireworks Display Site of our intent to perform a Fireworks

Display on \_\_\_\_\_ at \_\_\_\_\_ hours.

I have notified the following people:

(Last name, First name, Middle initial)
(Property Address)
(City, State, Zip Code)
(Phone Number if Known)
(Owner's Mailing Address if different from above)
(City, State, Zip Code)

(Last name, First name, Middle initial)
(Property Address)
(City, State, Zip Code)
(Phone Number if Known)
(Owner's Mailing Address if different from above)
(City, State, Zip Code)

(Last name, First name, Middle initial)
(Property Address)
(City, State, Zip Code)
(Phone Number if Known)
(Owner's Mailing Address if different from above)
(City, State, Zip Code)

(Last name, First name, Middle initial)
(Property Address)
(City, State, Zip Code)
(Phone Number if Known)
(Owner's Mailing Address if different from above)
(City, State, Zip Code)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





Application No.

[Empty box for Application No.]

### Caroline County Department of Fire and Rescue Application for Fireworks Display

Date: \_\_\_\_\_

#### Permission to Display Fireworks within 1000ft of a Residence

I, \_\_\_\_\_, own a residential structure that is located less than 1000 feet from the site of the fireworks display. I hereby grant the applicant permission to display fireworks at the site requested.

\_\_\_\_\_  
Signature Date

My name and address are listed below.

_____	_____
(Last name, First name, Middle initial)	(Street Address)
_____	_____
(Home Phone Number)	(City, State, Zip Code)
_____	_____
(Mobile Phone Number)	(Email Address)

State/Commonwealth of \_\_\_\_\_ in the City/County of \_\_\_\_\_

Subscribed and sworn to/affirmed before me this \_\_\_\_\_ of \_\_\_\_\_

20 \_\_\_\_\_ by \_\_\_\_\_  
Print Name of Affiant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary Public  
My Commission expires \_\_\_\_\_

Registration No. \_\_\_\_\_