



*County of Caroline*  
*Department of Fire-Rescue & Emergency Management*

Caroline County Fire-Rescue  
233 W. Broadus Ave  
Bowling Green, VA 22427  
(804) 633-9831

## **Caroline County Fire Prevention Flaming Effects Disclosure Statement**

Listed below are the minimums requirements for the setup and use of flame effect before an audience.

- All parties involved in the setup and operation of flaming effects before an audience shall have read NFPA 160 (Standard for the Use of Flame Effects Before an Audience) and understand all codes and standards as they pertain to their equipment and the operation thereof.
- The use of a flame effect within the County of Caroline requires that the operator of the flame effect apply for a use permit through Caroline County Fire and Rescue.
- Permits shall be applied for no less than 21 days out from event date.
- All operators must be a minimum of 21 years of age.
- Flame effects plan in accordance with NFPA 160 must be submitted with the application, and be approved by CCFR before any permit is issued.
- All flaming effects shall have a description of the design and performance specifications submitted with the permit application.
- All flaming effects shall have written operating instructions, including start-up, show operations, normal shutdown procedures, and emergency shutdown procedures. These documents shall be available onsite for review by CCFR at all times.
- When required, a walk-through and representative demonstration of the flame effects shall be provided to CCFR before the flame effect is approved.
- The operator of any flame effect shall understand and be familiar with the operating manual or instructions.
- The flame effect operator shall be responsible for storage, setup, operations, and teardown of all flame effect materials, devices, equipment, systems, and supervision of assistants.
- No person shall use or handle flame effect materials or devices while under the influence of the following.
  - Intoxicating beverage
  - Narcotics or controlled substance
  - Prescription drugs and/or nonprescription drugs that impair judgment

**At any time that the codes and standards in NFPA 160, local, or CCFR Conditions are not followed creating a smoking hazard, Caroline Fire-Rescue has the authority to revoke the operators flame effect permit.**

Responsible Party \_\_\_\_\_ Date \_\_\_\_\_



*County of Caroline*  
*Department of Fire-Rescue & Emergency Management*

Caroline County Fire-Rescue  
233 W. Broadus Ave  
Bowling Green, VA 22427  
(804) 633-9831

**Caroline County Fire Prevention  
Flaming Effects Application**

Application for Permit to Operation Flame Effects within The  
County of Caroline Before a Proximate Audience

**Instructions**

All information must be printed in ink or typewritten.

Submit two (2) copies of this application and all its attachments to Caroline County Fire-Rescue. CCFR must be in receipt of this application not less than 21 days prior to the event. A post mark or its equivalent is not the determining factor for having submitted an application in a timely manner.

**Line 1.** Provide name of person or company applying for a flame effects permit.

**Line 2.** List telephone number where applicant may be reached.

**Line 3 & 3b.** Use mailing address the applicant can expect the quickest delivery service. If available, provide email address and/or fax number.

**Line 4.** What is the physical address (location) of the permit applicant if it's different from the mailing address given?

**Line 5.** List city, state and zip code for the complete mailing address.

**Line 6.** Print the name of the person who is representing the applicant listed on Line 1 and whose signature appears on Line 16.

**Line 7.** The use of flame effects before an audience is governed by provisions contained in the Virginia Statewide Fire Prevention Code (VSFPC) and its incorporated NFPA 160 standard. **This application is for a permit to use flame effects on a temporary basis.** For flame effects that are to be used for a period greater than 90 days, the applicant should consult with CCFR for further direction or information on permanent flame effects.

► If in tandem with **Fireworks** – A permit to use flame effects does not confer approval to use fireworks or pyrotechnics. To use fireworks or pyrotechnics in tandem with flame effects, a separate application is to be completed and submitted with this application as a package. If fireworks are to be used, check the box located in the "note" below Line 7.4.

► Check each circumstance flame effects will be used and whether it will be inside or outside a building or both.

**Line 8.1 through 8.3.** Print the name and address of the venue at which flame effects will be used along with the name and telephone number of the venue manager.

**Line 9.** Provide the date and time frame the use of flame effects will occur.

**Line 9.1.** The box is to be checked if the use of flame effects will occur on multiple, consecutive dates. Checking the box for Line 9.1 is intended to apply *only* to those multi-day displays that are identical in location, types and numbers of devices. If the dates are not consecutive, if the number and/or types of flame effects are not identical to the day before, or if identical device setups will occur at different locations or dates, a new permit is required.

If multiple dates are planned for identical setups, list the additional dates and times on a separate sheet. Label or indicate at the top of the sheet that it's an attachment for line #9.1.

**Line 10** CCFR provides an opportunity for the operator to prove to the fire official, sponsor and venue manager that the flame effects and devices will operate as planned and within the safety parameters required by the VSFPC. Designate a date and time at which a walk-through can begin and a representative demonstration will be available.

**Line 11.** Check the classification of the flame effects system as they are described in NFPA 160.

**Lines 12.1 and 12.2.** Provide the name and age of the operator who will be in responsible charge of the flame effects along with the name and age of any assistants.

**Line 12.3** List the number and types of flame effects

**Line 13 through 13.6.** A plan for the use of flame effects is to be submitted to CCFR as part of the permit application. The plan is also to be readily accessible at the venue where flame effects will be used and is subject to inspection.

The specifics of the plan are to be in conformance with the NFPA 160 standard. Once accepted, approved and a permit is issued, all subsequent additions or modifications are to be pre-approved before using any modified flame effects. The plan should account for each appropriate item for the circumstance the effect will be used.

Line 13.1 contains items that should be addressed in the plan and are common between indoor and outdoor flame effects.

Line 13.2 contains items that should be addressed and are specific to the outdoors.

Line 13.3 contains items that should be addressed and are specific to the indoors.

Line 13.4 lists items the plan should address as they relate to the operator's knowledge, skills and abilities. It should also address the level of control the operator or performer have on the flame effects.

Line 13.5 lists items that deal with unattended effects.

Line 13.6 deals with the certification of costumes, set, scenery, and rigging materials being inherently flame - retardant or have been treated to achieve flame retardancy when exposed to flame effects when such items are exposed to or are in the area affected by a flame effect device.

**Line 14.** Attestation that is largely self-explanatory but should be read carefully. If flame effects are used in tandem with fireworks or pyrotechnic devices, the flame effects permit becomes secondary to the fireworks permit for the purpose of determining the correct permit fee.

**Lines 15.** Signature line for the person listed on Line 6.

Submitting an incomplete or late application is cause for the application to be returned to the applicant without further processing



*County of Caroline*  
*Department of Fire-Rescue & Emergency Management*

Caroline County Fire-Rescue  
233 W. Broadus Ave  
Bowling Green, VA 22427  
(804) 633-9831

## Application for Permit to Operate Flame Effects within The County of Caroline Before a Proximate Audience

1. Name/Company:	2. Company Phone #:
3. Mailing address:	
3b. Email address:	FAX #:
4. Physical address if different from Line 3:	
5. City/State/Zip:	
6. Printed name of applicant representative whose signature appears on Line 15.	Lic Number and State

7. As they may apply, check each of the following temporary\* circumstances for which application is being made. [\* Any flame effect that is for a period greater than 180 days is not considered temporary. CCFR should be consulted for any further information or direction for permanent flame effects. ]

7.1. ☐ The rehearsal of any production incorporating flame effects intended to be presented before an audience.

7.2. ☐ The use of flame effects before an audience.

7.3. ☐ The use of flame effects while rehearsing, videotaping, audio taping, or filming of any television, radio, or movie production where such production takes place before a proximate audience.

7.4. The use of flame effects will occur ☐ outside ☐ inside ☐ both inside and outside a building.

**Note:** This application and any permit issued as a result do not confer specific approval to use pyrotechnic devices.

A separate application and permit is required for the use of fireworks or pyrotechnic devices.

☐ **Check here if flame effects will be used in concert with pyrotechnics.**

Complete application for fireworks or pyrotechnics and submit with this flame effects application. See instructions for appropriate permit fee to be included.

## 8. Venue

<b>8.1.</b> The name of the venue at which the use of flame effects will take place is:	
<b>8.2.</b> Provide venue location using complete street address.	
<b>8.3.</b> Name of venue manager. (Print)	Telephone number.

9. The use of flame effects will occur on: (Date): \_\_\_\_/\_\_\_\_/ 20\_\_\_\_  
beginning at (time)\_\_\_\_:\_\_\_\_am/pm and end at (time)\_\_\_\_:\_\_\_\_am/pm.

**9.1.** ☐ Check this box if the use of identical flame effects and device setups will occur on multiple consecutive days (sequential dates). List all the dates and times on a separate page and attach it to this application. (See application instructions for Lines 9 and 9.1.)

- 10.** A walk-through and representative demonstration of the flame effects may be required by CCFR. The demonstration will be available to commence on:  
(date)\_\_\_\_/\_\_\_\_/ 20\_\_\_\_at (time) \_\_\_\_:\_\_\_\_AM / PM prior to the first rehearsal, production and/or performance at which the flame effects will be used. The demonstration will be completed and followed with sufficient time afterward to allow the resetting of the flame effects before the arrival of any audience. (Sec 5.4.2)

**IMPORTANT:** If the demonstration is not ready or is not performed in a timely manner, the applicant and venue manager risk a delay or denial for the use of flame effects because sufficient time was not provided for demonstration and reset prior to audience arrival, and would not be a qualifying reason for a refund of the permit fee.

- 11.** Of the following, the classification of the flame effects system is: (check all that may apply)

☐ Group 1    ☐ Group 3    ☐ Group 4    ☐ Group 5    ☐ Group 6    ☐ Group 7

(Note: "Listed" Group 2 effects are not included per NFPA 160 Section 1.3.3[d].)

- 12.** Operator, Assistants and Flame Effects Specifications.

<b>12.1</b> Name of the flame effect operator(s) who is not less than 21 years of age and will be responsible charge of the effect and its operation.	
Name: (Print – Last, First, MI)	Age.

<b>12.2 Name of Assistants to the flame effect operator.</b>	
<b>Names (Print – Last, First, MI)</b>	<b>Ages.</b>

<b>12.3. List the number and types of flame effects. (Attach additional pages as needed) (5.1.3.1)</b>	

**13. Design Plan Based on Location.** The operator shall have the flame effects operating instruction(s) readily available at all times the flame effect devices are in place. (Section 5.3.2) A design plan for flame effects based on location, indoor or outdoor, is to be included as part of this application and is to be readily available at the location CCFR noted on Lines 8.1 and 8.2. (5.2.2.1; 5.3.1.1 and 6.1.2) As the items may apply, the design plan is to include the following:

## **Design Plan Specifications (Basic)**

**13.1.** [ ] Outdoors and Indoors. A site plan showing the following: (5.3.1.2 and B.1.1.1)

- 13.1.1. A narrative description of the flame effect.
- 13.1.2. The location of flame effect devices to be fired and their controls and control sequence. (6.2.1)
- 13.1.3. The area affected by the flame effect device. (5.3.1.2[c])
- 13.1.4. Documentation for combustible materials used for construction of the flame effects have been rendered flame retardant.
- 13.1.5. The location of the audience.
- 13.1.6. The fuels used and their estimated consumption.
- 13.1.7. Flammable materials piping.
- 13.1.8. Storage and holding areas and capacities.
- 13.1.9. Means of egress.
- 13.1.10. Emergency operations and supplemental fire protection features. (7.9)
- 13.1.11. A current material safety data sheet for the fuel consumed in the flame effect.

**13.2.** [ ] Outdoors (B.1.1.1)

- 13.2.1. Weather, with safety provisions provided to halt the effect where safe operation of the flame effect can be influenced by hazardous weather conditions.
- 13.2.2. Security against intrusion.
- 13.2.3. Egress.
- 13.2.4. Clearance to combustibles.
- 13.2.5. Fire protection.

**13.3.** [ ] Indoors (B.1.1.2)

- 13.3.1. Where used to exhaust the products of combustion of a flame effect, ventilation with means provided to prevent fuel flow in the event the source of ventilation air is interrupted.
- 13.3.2. Clearance to combustibles.
- 13.3.3. Egress
- 13.3.4. Environment.

- 13.3.5. Fire protection.
- 13.3.6. Life safety provisions.
- 13.3.7. Security against intrusion.

**13.4.** [ ] Flame Effect Operator Participation. (B.1.2)

- 13.4.1. Control by the operator or performer during start-up, operation, and shutdown.
- 13.4.2. Operator in attendance during effect.
- 13.4.3. Training of operators.

**13.5.** [ ] For Unattended Effects. (B.1.2.2)

- 13.5.1. Design for unattended operation.
- 13.5.2. Supervision of automatic systems.
- 13.5.3. Audience proximity/audience intrusion prevention.
- 13.5.4. Control type — automatic.
  - Show events cued by a control system (mechanical or electrical).
  - Different levels of automatic operation.
  - Requirements to be developed for flame effect control systems.
- 13.5.5. Manual control type — operator or technician supervision of the flame effect device performance in open view.
- 13.5.6. Control location
- 13.5.7. Local control.
  - A flame effect controlled by an operator who has a clear view of the flame effect area.
  - Remote control
- 13.5.8. Fuel supply and fuel additives.
  - Portable
  - Fixed

**13.6.** [ ] Certification that costumes, set, scenery, and rigging materials are inherently flame- retardant or have been treated to achieve flame retardancy when exposed to flame effects. (See Line 13.1.4)

## Special Instructions

Submit one (1) copy of this application complete with all attachments to CCFR. CCFR must be in receipt of the complete application at the address listed below no less than 21 days prior to the event. A post mark or its equivalent is not the determining factor for having submitted an application in a timely manner. **Application Fee: \$100.00**

If an application is received with incomplete information, the application may be returned without further processing resulting in the potential delay or denial of the application.

After initial review, a completed and satisfactory site inspection at the location/date indicated on lines 9 and/or 10, a CCFR representative in attendance will issue the permit.

**14.** By my signature below, I attest the information provided is complete and accurate. I acknowledge and agree to comply with all applicable requirements of the Virginia Statewide Fire Prevention Code (VSFPC) and the referenced NFPA 160 standard governing the use of flame effects before an audience even those not specifically covered or expressed on this application.

I also acknowledge that if a permit is issued it shall be valid only at the location listed on the application and for the specific date(s) and time(s) for which it is issued and will expire at 12:01 AM on the date(s) provided on Lines 9 and/or 9.1 whichever is later.  
(5.1.3.2)

If approved to proceed, I acknowledge that such approval is conditional upon continued compliance with the VSFPC. I further acknowledge and understand that any VSFPC violations identified after the permit has been issued may result in immediate suspension or revocation of a permit.

<b>15.</b> Signature of person whose name is printed on Line 6.	Date:
---	-------

### **IMPORTANT:**

**This application has 6 pages plus all the pages of any attachment(s), this includes the disclosure statement at the beginning. Be sure to complete all pages of this application. The application instructions do not need to be submitted to CCFR.**

The application and attachments are to be delivered to:

Caroline County Fire-Rescue  
233 W. Broaddus Ave  
Bowling Green, VA 22427

Or emailed to:

Firerescue@co.caroline.va.us





*County of Caroline*  
*Department of Fire-Rescue & Emergency Management*

Caroline Fire-Rescue  
233 W. Broadus Ave  
Bowling Green, VA 22427  
(804) 633-9831

## **Flaming Effect Classifications**

### **Group I**

An attended, manually controlled flame effect.

### **Group II**

An individual or group flame effect designed for unattended operation that is temporarily, or permanently installed outside any structure.

### **Group III**

An attended, temporarily installed flame effect for a specific production with limited operation and fixed time for removal.

### **Group IV**

A large individual or group flame effect that is temporarily or permanently installed inside or outside any structure designed for unattended operation without a main show supervisory control system.

### **Group V**

A large individual or group flame effect that is temporarily or permanently installed inside or outside any structure and is designed for intermittent or continuous operation under the supervision of a main show control system but without full-time supervision by a technician.

### **Group VI**

A large individual or group flame effect that is temporary or permanently installed inside or outside any structure and is designed for intermittent operation under the supervision of a main show control system and a technical director, with cast members in close proximity to the effect at time of operation.

### **Group VII**

An individual flame effect that can be temporarily or permanently installed inside or outside any structure that, due to its unique operating requirements, does not fit into any other classification.