



# City of Fairfax, Virginia

FIRE DEPARTMENT / CODE ADMINISTRATION

10455 Armstrong Street • Room 208 • Fairfax, VA 22030-3630

P 703.385.7830 • www.fairfaxva.gov/code

## APPLICATION FOR FIREWORKS DISPLAY PERMIT

**ALL INFORMATION MUST BE PRINTED IN INK OR TYPED**

1. APPLICANT NAME ( <i>Full Name</i> ):	2. APPLICANT PHONE #:
3. APPLICANT EMAIL ADDRESS:	4. APPLICANT MOBILE PHONE #:
5. BUSINESS NAME:	6. BUSINESS PHONE #:
7. BUSINESS ADDRESS ( <i>No., Street, City, State, Zip Code</i> ):	8. FAX #:
9. MAILING ADDRESS ( <i>If different from address on Line 7</i> ):	10. FEIN ( <i>Federal Employer Identification Number</i> ):
11. LOCATION OF FIREWORKS DISPLAY SITE:	12. GPS COORDINATES:

13. "DESIGNATED INDIVIDUAL": ( <i>Full Name</i> )	See instructions for more information on "Designated individual"
	14. CARD NUMBER:
	(Photo copy of card is to be attached to this application.)

15. Has the Applicant and/or Designated Individual ever been convicted in any court of a Felony: [ ] Yes [ ] No

16. Sponsor:

16.1. Name: \_\_\_\_\_ 16.2. Email: \_\_\_\_\_

16.3. Primary Phone: \_\_\_\_\_ 16.4. Secondary Phone: \_\_\_\_\_

17. The firing of display fireworks will occur on:

(Date): \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_ at (time) \_\_\_\_ : \_\_\_\_ AM / PM and end at (time) \_\_\_\_ : \_\_\_\_ AM / PM.

[ ] Check this box if the firing of identical display firework setups will occur on consecutive (sequential) dates and/or times at a single location. List all the dates and times on a separate page and attach it to this application.

18. Fireworks are expected to arrive on (date) \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_ at (time) \_\_\_\_ : \_\_\_\_ AM / PM.

19. In case of postponement, the alternate date and time is:

(Date): \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_ at (time) \_\_\_\_ : \_\_\_\_ AM / PM and end at (time) \_\_\_\_ : \_\_\_\_ AM / PM.





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23. Mortars to be used will be constructed of (check all that applies):

Steel  Paper  High Density Polyethylene  Fiberglass  Other \_\_\_\_\_

24. Will any mortars be buried?  Yes  No

25. Will any mortar racks or multi-tube aerial devices be staked?  Yes  No

26. Will any mortars be located on a mobile trailer?  Yes  No If yes, provide full trailer specifications / details.

27. Include the following as an attachment to this application (***Required***):

- A site diagram with key elements where the fireworks will used (see instructions),
- Current Bureau of Alcohol, Tobacco, Firearms and Explosives - ATF License(s) and Permit(s),
- Current Bureau of Alcohol, Tobacco, Firearms and Explosives – Notice of Clearance (List of Employee Possessors).
- Proof of a corporate surety bond or a public liability insurance policy in an amount acceptable to the sponsor and/or venue but not less than \$1,000,000.00, and
- Notification to Federal Aviation Association (FAA).

The completed application and attachments are to be received not less than 30 days prior to the planned use.

Submit to:

City of Fairfax  
Fire Department – Code Administration  
10455 Armstrong Street  
Fairfax, Virginia 22030-3630

-OR-

PERMITS@FAIRFAXVA.GOV

By my signature below, I certify that the answers provided on and as part of this application are true, correct, and complete. I also certify that I am familiar with the Virginia Statewide Fire Prevention Code, Commonwealth of Virginia and Federal laws relating to fireworks and explosive materials.

I acknowledge that if a permit is issued it shall be valid only at the location listed on Lines 11 and 12 and for the specific date(s) and time(s) for which it is issued.

I acknowledge responsibility for all inspection fees and agree to pay assessed fees.

I acknowledge that a permit is conditional upon continued compliance with the Statewide Fire Prevention Code, Commonwealth of Virginia and Federal laws.

28. SIGNATURE OF "DESIGNATED INDIVIDUAL" (person listed on line 13):

29. DATE:



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## Application Instructions

*(Do NOT return this page with the completed application)*

### ALL INFORMATION MUST BE PRINTED IN INK OR TYPED

**Lines 1 and 2:** Self-explanatory.

**Line 3:** Provide an email address to receive timely communications from the Office of Code Administration.

**Lines 4 through 10:** Self-explanatory.

**Line 11:** Describe the site (*e.g. artificial turf football field, parking lot, golf course, sloped surface, hay field*)

**Line 12:** Self-explanatory

**Line 13:** A “designated individual” is defined as “a person in possession of a Virginia *Background Clearance Card* (BCC) or a Virginia certified *Pyrotechnician* - both issued by the Virginia State Fire Marshal’s Office (SFMO),

**Line 14:** Self-explanatory

**Line 15:** Pursuant to § 27-97.2 of the Code of Virginia any person - as an individual or as a representative of a company - who applies for a permit to manufacture, store, use, handle or sell explosives shall not have been convicted of any felonious act, or has had their rights restored by the Governor or other appropriate authority. Please indicate whether you, as the applicant and/or Designated Individual, have ever been convicted of a felonious act even if your civil rights have been restored.

**Lines 16 and 17:** Self-explanatory

**Line 18:** A briefing and inspection of all shells, racks, and mortars shall occur before loading mortars.

**Lines 19 through 25:** Self-explanatory

**Line 26:** Provide details of weight capacity, number of axels, frame and structural material type, bed material type and thickness, attached stabilization jacks (or other means to stabilize the trailer) and any other pertinent information.

**Line 27:** The “diagram” requires all applicable items below:

- The entire display site with dimensions.
- Indicate the location of any buildings and/or structures within and adjacent to the display site. Include measurement to the closest or largest firework.
- Indicate the location of discharge site(s). Include the fireworks set-up footprint dimensions.
- Indicate location of manually and electronically fired devices (separated a minimum of 25 feet).
- Indicate the spectator viewing area(s), with measurement to the closest or largest firework.
- Indicate the location of fire protection (suppression) equipment / vehicles.
- Indicate the location of any hazardous materials (above and below ground), with measurement to the closest or largest firework.
- Indicate the location of transportation routes (roadway, railway, waterway, walking/bicycling trail/path, etc.), with measurement to the closest or largest firework.
- Indicate the location of overhead obstructions (I.e. utilities, light poles, trees), with measurement to the closest firework.

**Lines 28 and 29:** Self-explanatory