



CITY OF MANASSAS PARK

Department of Fire & Rescue

Station (703) 335-8845 • Fax (703) 335-8846

9080 Manassas Drive • Manassas Park, Virginia 20111

Robert Gilmer
Fire Marshal

Application shall be submitted to the MPFR FMO not less than 30 days prior to the event.

FIRE PREVENTION PERMIT APPLICATION – FIREWORKS DISPLAY

Applicant Name: _____
 Applicants Billing Address: _____
 Applicants City, State, Zip: _____
 Applicants Telephone: (Day): _____ (Night) _____
 Designated Individual's Name: _____ (Mobile) _____
 Address/Location of Display: _____
 Display Date: _____ Time: _____
 Alternate Display Date: _____ Time: _____
 Display Operator's Name: _____
 Display Operator's Virginia Pyrotechnician Certification Number: _____
 Display Operator's Telephone: (Mobile): _____ (Alternate): _____
 Sponsor Name: _____ Telephone: _____

Note: For the definition of Applicant, Designated Individual, Display Operator, Pyrotechnician, and Sponsor, see the reverse (Page 2) of this application.

THE FOLLOWING DOCUMENTATION MUST ACCOMPANY THIS APPLICATION

1. A letter from the owner of the property located within the display site granting permission to the applicant to conduct an outdoor fireworks display on said property.
2. A certificate of insurance copy from the fireworks company showing it has liability insurance in the amount of at least \$1,000,000 (one million dollars) combined single limit for bodily injury and property damage.
3. A copy of the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATFE) license or permit.
4. A list of the complete inventory of the size and type of all fireworks devices to be used for the display.
5. A written plan establishing procedures to follow and actions to be taken in the event that a shell fails to ignite in, or discharge from a mortar tube or fails to function over the fallout area or other malfunctions.
6. A diagram of the location at which the fireworks display will be conducted (display site plan). The display site plan shall include the dimensions of the discharge site (100' per inch in diameter), fallout area, spectator viewing area, parking areas, emergency vehicle access route and the associated separation distances. The plan must also show overhead obstructions and utilities and the location of property lines, buildings, highways; and the lines behind which the audience will be restrained.
7. A copy of the display operator's Pyrotechnician Certification Card issued by the State Fire Marshal Office (SFMO).
8. A copy of the Designated Individuals proof of qualification which shall include either a Background Clearance Card issued by the SFMO, or a certification by the SFMO as a Pyrotechnician, or as a restricted or unrestricted blaster.
9. Submit a list of people that will be assisting with the fireworks display.
10. Submit proof of FAA notice/clearance.
11. Check Number: _____ Amount Paid: _____ Invoice Number: _____

I, _____, Designated Individual, hereby accept responsibility for adherence to all requirements of the Virginia Statewide Fire Prevention Code and City of Manassas Park Fire Prevention Codes pertaining to the use, display, handling, storage, and transportation of fireworks within the jurisdiction of the City of Manassas Park.

Signature: _____ Date: _____

(FIRE PREVENTION PERMIT APPLICATION – FIREWORKS DISPLAY)

DEFINITIONS OF KEY ROLES

Applicant. Person, firm, or corporation requesting approval to conduct an outdoor fireworks display.

Designated Individual. A person in possession of a Background Clearance Card (BCC) issued by the Virginia State Fire Marshal's Office (SFMO), or is certified by the SFMO as a pyrotechnician, or is a restricted or unrestricted blaster, any of whom are responsible for (i) ensuring compliance with state law and regulations relating to blasting agents and explosives, (ii) applying for explosives or firework permits, (iii) is at least 21 years of age, and (iv) shall demonstrate the capability to effectively communicate safety messages verbally and in writing in the English language. In accordance with Section 3301.2.3.1 of the Virginia Statewide Fire Prevention Code (SFPC), the designated individual's name and signature must appear on the permit application as representing the applicant.

Display Operator. The person with overall responsibility for the operation and safety of the fireworks display. This person must be appropriately certified as a pyrotechnician in accordance with SFPC Section 3301.4.1 and must be identified on the application as required by SFPC Section 3308.2.

Pyrotechnician. Any person supervising or engaged in the design, setup or conducting of any fireworks display either inside a building or outdoors. A certified pyrotechnician can fulfill the role of a designated individual on an application for permit for a fireworks display. The requirements for pyrotechnician certification are prescribed in SFPC Section 3301.4.1.

Responsible Management. A person who is any of the following:

- The sole proprietor of a sole proprietorship.
- The partners of a general partnership.
- The managing partners of a limited partnership.
- The officers of a corporation.
- The managers of a limited liability company.
- The officers or directors of an association, or both.
- Individuals in other business entities recognized under the laws of the Commonwealth as having a fiduciary responsibility to the firm.

Sponsor. The organization (person, group, or government agency) that arranges with a duly authorized fireworks supplier for its services in presenting a fireworks display or in providing fireworks for use in a display. The sponsor is not required to apply for a fireworks permit,

however, is required to submit a Public Safety Plan in accordance with SFPC Section 403 for spectator viewing areas.

CHANGE OF DESIGNATED INDIVIDUAL

In accordance with SFPC Section 3301.2.3.1, if the applicant's designated individual changes or becomes no longer qualified to represent the applicant as responsible management or designated individual, the applicant shall notify the fire official who issued the permit on the change of status of the designated individual. The notice is to be made prior to the use of any explosives or conducting a fireworks display but in no case shall the notification occur more than seven days after the change of status and shall provide the name of another designated individual. The fire official may revoke or require the reissuance of a permit based on a change of permit conditions or status or inability to provide another designated individual.