



**Permit Application for the Retail Sale of Permissible Fireworks**

**GENERAL INSTRUCTIONS FOR THE APPLICANT**

- PLEASE READ OVER THIS APPLICATION THOROUGHLY AND FILL OUT COMPLETELY, USING INK OR OTHER PERMANENT MARKER.
- APPLICATIONS ARE TO BE COMPLETED BY FIREWORKS RETAILER. PERMITS ARE ISSUED TO RETAILERS ONLY.
- PLEASE PRINT ALL RESPONSES. FORM IS FILLABLE IN ACROBAT.
- SUBMIT THIS APPLICATION, WITH ALL LISTED ATTACHMENTS, TO THE FIRE MARSHAL'S OFFICE NOT LESS THAN 30 DAYS PRIOR TO THE SALES PERIOD.  
(Ord. Sec. 3308.11.1)
- THE PERMIT FEE IS \$600.00 PER LOCATION

1. Fireworks Company Name: \_\_\_\_\_

2. Company Business Phone # \_\_\_\_\_

3. Company Emergency Phone # \_\_\_\_\_

4. Company Address \_\_\_\_\_  
Street Address or P.O. Box City State Zip

5. F.I.D (Federal Identification Number) \_\_\_\_\_

6. Full Name of Applicant \_\_\_\_\_

7. Sales Address \_\_\_\_\_  
Street Address Only City State Zip

8. **Location Information:**

• Landlord: \_\_\_\_\_

• Name of the Landlord's Representative: \_\_\_\_\_

• Business and Emergency # for Representative: \_\_\_\_\_

• Location: (List complex, facility or site, and nearest street intersection)

\_\_\_\_\_  
\_\_\_\_\_

• Scheduled Dates and Times for Sales: \_\_\_\_\_

***NOTE: Sales are limited to the periods from June 15 to July 15 and December 15 to January 6 each year.***

- Time and Date when the Operator and Product will arrive \_\_\_\_\_

**9. Additional Attachments.**

The following items are to be provided as attachments to this application:

- A diagram of the sale location or area. The diagram is not required to be to scale. Indoor sales locations must show the locations from which the sales display will be observed. Outdoor sales must show the location of significant buildings highways, sidewalks and utilities (with an indicated distance in feet),
- Proof of a corporate surety bond or a public liability insurance policy in an amount not less than \$5,000,000.00, naming the County of Loudoun as an additional insured. Issuer must be licensed to do business in Virginia.
- Check or money order payable to 'County of Loudoun'

Itinerant vendors must also provide the following:

- Authorization letter from landowner(s) for retail fireworks sales
- Copy of their current business license
- Zoning approval
- Electrical Permit Application if lighting is to be used

**10. Final Review and Signatures**

By my signature:

- I attest that the supplied information is accurate and correct.
- I acknowledge and agree to comply with all applicable requirements of the Loudoun County Fire Marshal's Office, to include the Loudoun County Fire Prevention Code and it's referenced standards governing the use, storage, sales and disposal of fireworks.
- I also acknowledge that if a permit is issued based upon this application, 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.

If approved for permit issuance, I attest that **a copy of this application and all its attachments will be available on-site at all times.** I further acknowledge and understand that any Loudoun County Fire Prevention Code violations identified after permit issuance may result in immediate permit suspension or revocation.

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

Fire Marshal Signature \_\_\_\_\_ Date \_\_\_\_\_

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Fire Marshal Use Only

- |  |  |
|--|--|
| <input type="checkbox"/> Site Drawing          | <input type="checkbox"/> Business License              |
| <input type="checkbox"/> Insurance Certificate | <input type="checkbox"/> Zoning Approval               |
| <input type="checkbox"/> Landlord permission   | <input type="checkbox"/> Electrical Permit Application |
| <input type="checkbox"/> Payment               |  |