

LOUDOUN COUNTY FIRE AND RESCUE
FIRE MARSHAL'S OFFICE
23675 Belmont Ridge Road, Suite 150
Ashburn, VA 20148
703-737-8600 703-737-8595 (fax)
www.loudoun.gov/firemarshal



FUELED EQUIPMENT DISPLAY IN ASSEMBLY or MERCANTILE USES

GENERAL INSTRUCTIONS FOR THE APPLICANT

- PLEASE READ OVER THIS APPLICATION AND INSTRUCTIONS THOROUGHLY AND FILL OUT COMPLETELY, USING INK OR OTHER PERMANENT MARKER.
- PLEASE PRINT OR TYPE ALL RESPONSES. FORM IS FILLABLE IN ADOBE ACROBAT.
- SUBMIT THIS APPLICATION TO THE FIRE MARSHAL'S OFFICE AT THE ADDRESS LISTED ABOVE NOT LESS THAN 10 BUSINESS DAYS PRIOR TO EVENT.

Existing Permit Number (Renewals Only): _____ NO CHANGES

This application is for: Automobile Motorcycle Other: _____

Occupancy Type: Assembly Mercantile

Is the equipment accessible to the public: Yes No Attended: Yes No

Will it be operated as part of the display: Yes No

Dates of Display: _____

Hours of Operation: _____

Equipment Information:

Brand: _____ Model: _____

VIN/Serial No.: _____ Color: _____

Fuel Type: _____ Fuel Capacity: _____

Fees: \$90.00 for each addressed location. Operational permits are valid for one year.

Business Name: _____ DBA: _____

Billing Address _____ City _____ State _____ Zip _____

Inspection Property Address if different than billing:

Street Address _____ City _____ State _____ Zip _____

USE PERMIT APPLICATION

FUELED EQUIPMENT DISPLAY IN ASSEMBLY or MERCANTILE USES - PAGE 2

Property Owner if different than applicant:

Business Name: _____ **DBA:** _____

Mailing Address _____ **City** _____ **State** _____ **Zip** _____

Point of Contact for PROPERTY OWNER:

Name: _____ **Telephone:** _____ **Emergency Telephone:** _____

Name of person making application:

Name: _____ **Telephone:** _____ **Emergency Telephone:** _____

I, _____ hereby accept full responsibility for the adherence to all requirements of the Virginia Statewide Fire Prevention Code and the Loudoun County Fire Prevention Code pertaining to the above application.

Please return this application with check or money order payable to the County of Loudoun.

Instructions

This application is to be used for fueled equipment stored or displayed in an assembly or mercantile use groups. The permit is valid for one year and is specific to the VIN or serial number of the equipment and the location.

If you are renewing an existing permit, enter the number in the space provided.

Provide the business name and 'Doing Business As' name if it is different. Often a business uses a corporate name that is different from the name of the event or location. If the business location is different from the billing office, enter it as the inspection location in the space provided.

If you are not the property owner, provide written permission allowing the intended use of the property.

Make sure to provide the name and contact information for the person filling out the application. The application with a check or money order payable to 'County of Loudoun' should be mailed to the address shown on the application. We are not equipped to accept cash or credit/debit cards at this time.

Once the permit is processed an inspection will be scheduled. Common items we look for are:

- Exits are clear and accessible.
- No more than 5 gallons or ¼ tank of fuel, whichever is less. Fueling or defueling are prohibited inside the structure.
- Batteries must be disconnected and cables secured to prevent contact.
- Fuel doors must be secured by lock or other means to prevent tampering.
- Portable extinguishers are accessible and properly maintained.

This list covers the most common items related to these occupancies. Not all of these items apply to every location, and some have additional specific requirements. If you have questions related to a specific use or operation, please contact the Fire Marshal's Office for additional assistance.