



# Fireworks and Pyrotechnics Operational Permit Application

Guil-Rand Fire Department  
Fire Marshal's Office  
10506 S. Main St.  
Archdale, NC 27263



Email to: [inspections@guil-randfire.com](mailto:inspections@guil-randfire.com)

1. **SECTION 1** - Fill out completely- including all address and telephone information. **Please include the e-mail address of the primary contact for the event.**
2. **SECTION 2** - Fill out completely- including all pertinent information regarding the business which is providing the pyrotechnics for the event.
3. **SECTION 3** - Include a photo copy of both sides of all North Carolina Drivers Licenses of Permitted Pyrotechnic Operators and Assistants to be present on site (**Attachment A**). **List any personnel desiring to be onsite that are not certified.**
4. **SECTION 4** - submit the following:
  - **Attachment B (Insurance Certification - ACORD Form)**
  - **Attachment C (Pyrotechnic Effects List as detailed)**
  - **Attachment D (Contract for services from Sponsor and Pyrotechnic Company)**
  - **Attachment E (Site Diagram as detailed)**
  - **Attachment F (Indoor documentation requirements) (If Applicable)**
  - **Attachment G (Safety Plan for Event)**
5. Provide signature and print name legibly in the space provided, provide contact information and date.

**Information: An application does not guarantee an operational permit. Documentation will be reviewed and decision on permit issuance will be determined based on submitted information once the associated \$150.00 application fee has been received.**

- **If issued the permittee agrees to follow all relevant federal, state, and local laws, standards and guidelines.**
- **Specifically those outlined in Chapter 56 of the North Carolina State Fire Code, NFPA 1123 and NFPA 1126.**

## **Application for Fireworks and Pyrotechnics Operational Permit**

**Outdoor Pyrotechnics**

**Indoor Pyrotechnics**

**Proximate Audience**

**THIS PERMIT MUST BE APPLIED FOR A MINIMUM OF 14 DAYS PRIOR TO THE  
SCHEDULED DATE OF THE EVENT**

**1. Date of Event:** \_\_\_\_\_

**2. Rain Date:** \_\_\_\_\_

### **Contact Name / Address of Pyrotechnic Event**

Primary Contact Name: \_\_\_\_\_

Building/Location      Name: \_\_\_\_\_

Address of Event: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

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### **2. Business Name / Address of Pyrotechnic Delivery Agency**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

### **3. All operators and operator assistants must submit the following:**

#### OPERATORS

Name	DL Number
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

#### ASSISTANTS

Name	DL Number
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

#### **ON SITE ASSISTANTS**

**On-site assistants cannot handle pyrotechnic materials and cannot operate without  
Operator supervision.**

Name	DL Number
_____	_____
_____	_____

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### **4. This permit application must include the following information:**

#### **General Documentation Requirements**

- A copy of pyrotechnic delivery agency insurance certificate (ACORD Form). The insurance certificate shall indicate the following:
  - The special event date and rain date.
  - The physical address of the building or location of the special event.
  - A minimum limit of liability of \$1,000,000.00
  - A list of pyrotechnic effects including size and number of each different effect.
  - Point of on-site assembly of pyrotechnic devices.
  - Manner and place of storage of the pyrotechnic materials and devices.
- A Site diagram of the Display Site indicating the following:
  - The location and dimensions of the discharge site.
  - The location and dimensions of the spectator viewing areas.
  - The location and dimensions of the parking areas.
  - The location and type of special hazards in the area.
  - The distance of the discharge site from any special hazard or special occupancy (if applicable).
  - The location of the magazine during set up and during the event.

#### **Additional Indoor Pyrotechnic Documentation Requirements**

- Material Safety Data sheets (MSDS) for the pyrotechnic materials to be used.
- Certification that the set, scenery, and rigging materials are inherently flame- retardant or have been treated to achieve flame-retardancy.
- Certification that all materials worn by performers in the fallout area during use of pyrotechnic effects shall be inherently flame- retardant or have been treated to achieve flame-retardancy.

## **Application for Fireworks and Pyrotechnics Operational Permit**

**By signature I agree to report any change of the personnel, date, time, insurance status, location, dimensions, or distances, to Guil-Rand Fire Department within 24 hours of occurrence.**

**No changes can be made to the permit application within 48 hours of the event.**

I certify that all information contained herein, and all information and documents attached hereto, are accurate, true, and complete. My signature authorizes the Guil-Rand Fire Department Fire Marshal's Office to verify the answers I have given in response to items 1-4 above.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Date: \_\_\_\_\_

**Failure to sign forms, submit necessary information, or provide attachments, will cause your application to be denied and the permit will be denied until all requirements are complete.**