



Stafford County Fire and Rescue Department Office of the Fire Marshal

1225 Courthouse Road, PO BOX 339, Stafford, VA 22555
(540) 658-7200 · FAX (540) 658-4545 · www.staffordfirerescue.com/fm



Application Documentation and Guidelines for:

INTINERANT FIREWORKS VENDOR

1. Itinerant Fireworks Permit

Submit an application to the Fire and Rescue Department (the Department) by any of the following methods:

- Mail to P.O. Box 339, Stafford, VA 22555
- Apply in person at the Public Safety Center, 1225 Courthouse Road, Stafford, VA 22554

The fee for an Itinerant Fireworks Vendor permit is \$1000.00. The term of the permit is from June 1 to July 15.

Along with the application, the Virginia Statewide Fire Prevention Code, effective September 2005, requires you to do the following:

2. Prior Approvals

Before a fire code permit can be approved, you must obtain prior approval for the following:

- a. If you plan to sell fireworks as an itinerant vendor on property that does not belong to you, you will need to provide written permission from the owner of the property that states you are an approved other income vendor. The letter must include a contact name and telephone number in the event verification is required. Your location shall also comply with all the Stafford County Rules and Regulations applicable to such site.
- b. You must obtain a permit from the Stafford County Zoning Department (658-8668), and a copy of this permit shall be attached to your application. This permit requires proof that your firework sales will benefit a non-profit organization.
- c. You must apply for a temporary structure permit from the Stafford County Department of Code Administration (658-8650), and have an approved final inspection from that department, with the approval documentation on site. If the temporary structure is not approved, or the approval documentation is not available during the fire marshal's inspection, the fire code permit will not be issued.
- d. An Itinerant Vendor permit may be required from the Stafford County Sheriff's Office (658-4400). This permit is not required for the issuance of the fire code permit, however, it is your responsibility to ascertain whether this permit is required by that office.

3. **Submit a Site Plan**

A site plan needs to be provided, including location planned for a tent or other temporary structure. If you will be storing merchandise on site, the site plan must also show where the storage container will be with approximate distances noted from nearby buildings and utilities.

4. **Retail Sale Regulations**

- a. There must be at least two (2) fire extinguishers on-site at all times with the following requirements: (a) At least one (1) multi-purpose dry chemical extinguisher with a minimum rating of 4A 10BC and (b) at least one (1) pressurized water extinguisher with a minimum rating of 2A.
- b. "No Smoking" signs shall be posted at all areas of access or on all four (4) sides of the retail site and shall be strictly enforced at all times.
- c. Areas around the retail location shall be kept clean of debris at all times and discharge of fireworks at the site shall be prohibited at all times.
- d. **Prior to inspection site should be set up and ready to operate upon completion of fire inspection.**
- e. If storing fireworks in Stafford County you will also be required to obtain a Storage of Explosives permit at a cost of \$100 and be subject to inspection by the Fire Marshal of storage containers and materials stored.
- f. All vendor sites will be properly marked on all four (4) sides as explosives by DOT 1.4G placards.
- g. Fireworks will only be sold by person eighteen (18) years of age or older.
- h. Fireworks will not be sold to any person under the age of sixteen (16).
- i. No permit holder, agent or associate shall sell, offer for sale or have in their possession at anytime, any unlawful fireworks. Stafford County utilizes the Northern Virginia Fire Marshals approved list, which can be provided to you upon request. In addition, you can refer to the Stafford County Code, Chapter 12, Article IV for more information.

- j. Storage containers must be at least 20 feet from any building or structure and 50 feet from any motor vehicle dispensing station dispensers (i.e. gas pumps), retail propane dispensing stations dispensers, compressed natural gas dispensing facilities and above-ground storage tanks for flammable or combustible liquids, flammable gas or flammable liquid gas. The container must be at least 300 feet from above-ground bulk storage or dispensing areas for flammable/combustible liquids, flammable gas or flammable liquefied gas.

Storage of up to 1,000 pounds of fireworks must be at least 75 feet from inhabited buildings, passenger railways and public highways. Storage of between 1,000 and 5,000 pounds of fireworks must be at least 115 feet from inhabited buildings, passenger railways and public highways. Storage of fireworks exceeding 5,000 pounds is prohibited in Stafford County.

5. Submit copy of Insurance

A Certificate of Insurance, valid in the Commonwealth of Virginia, is required that shows that the applicant has liability insurance in the amount of at least one million dollars (\$1,000,000) combined single limit for bodily injury and property damage. This insurance policy shall become available for the payment of any damage arising from the acts or omissions of the applicant, his agents or his employees in connection with the activities authorized by the permit. The applicant shall insure that the insurance policy is in effect at the time of the commencement of the activities authorized by the permit, and remains continuously in effect until such activities are completed.

6. Seizure and Destruction of Unlawful or Unapproved Fireworks

- a. Any law-enforcement officer arresting any person for a violation of State or County fireworks laws shall seize the fireworks in question in the possession or under the control of any person so arrested and shall hold the same until final disposition of any criminal proceedings against such person. If a judgement of conviction be entered against such person, the court shall order destruction of such article upon expiration of the time allowed for appeal of such judgement of conviction.
- b. Seizure of illegal fireworks (see Stafford County Code section 12-52).

7. Violations

Any person violating any provision of the County Fireworks Code shall be guilty of a Class 2 misdemeanor and have their permit immediately revoked.

8. Submit completed application checklist.

If you have any questions, please contact the Fire and Rescue Department at (540) 658-7200.

ITINERANT FIREWORKS PERMIT APPLICATION CHECKLIST

Check off when complete:

Applicant	Fire Marshal	
_____	_____	Copy of Landowner's written permission attached
_____	_____	Copy of Zoning permit attached
_____	_____	Site plan: temporary structure location
_____	_____	Site plan: locations of other structures
_____	_____	Site plan: property lines
_____	_____	Site plan: utility locations
_____	_____	Site plan: roadway locations
_____	_____	Site plan: line of sight distances
_____	_____	Site plan: locations of fire extinguishers
_____	_____	Site plan: security measures
_____	_____	Application for Storage of Explosives permit (if needed)
_____	_____	Copy of Certificate of insurance attached
_____	_____	\$1000.00 fee included

Person completing checklist: *Please print*

Name: _____

Company: _____

Title: _____

Phone number: _____

Fax number: _____

Address: _____
