

## FIREWORKS PERMIT PROCEDURE

### **READ THIS PROCEDURE BEFORE ATTEMPTING TO COMPLETE THE APPLICATION/PERMIT.**

1. Applicant must complete the APPLICATION side of the necessary form. ALL information requested must be provided.
2. A copy of the insurance coverage must be attached to the application.
3. No permit will be granted before June 24.
4. The sale site must be inspected by Planning/Zoning and Public Works *before* the permit is issued. The fee is based on square footage of the site and that cannot be determined until the tent/building/structure is inspected and measured.
5. The PERMIT side of the form will be completed by Planning/Zoning and Public Works.
6. When the completed PERMIT form is returned, the fee can be paid by the applicant and the permit can be issued (after June 24).
7. The permit is valid for no more than 45 days from the date of issuance.
8. A copy of the Fireworks Ordinance can be given to an applicant at no charge.