



**CITY OF RICHMOND
DEPARTMENT OF FIRE & EMERGENCY SERVICES**

FIRE MARSHAL'S OFFICE
201 E. Franklin St.
Richmond, Virginia 23219
(804) 646-6640 FAX (804) 646-7465

Permit Holder Guideline #15B

PERMIT TITLE: Pyrotechnics before a Proximate Audience (*Indoor*)

CODE SECTION: (Virginia Statewide Fire Prevention Code) 3308.2.2

SCOPE: Pyrotechnics in the performance arts in conjunction with theatrical, musical or similar productions before a proximate audience, performers or support personnel.

FEE: \$150.00 (Check payable to the City of Richmond)

PERMIT EXPIRATION: During the event only (Operational).

REQUIREMENTS: Permit holder agrees to abide by the Virginia Statewide Fire Prevention Code and any special stipulations noted on permit, as well as the following:

- 1. The permit holder shall furnish a cue sheet with detonation times and plot plan showing all location of devices.**
- 2. The Fire Marshal's office shall be furnished with a certificate of insurance, with a face value of a minimum of one million dollars showing the City of Richmond as an "additional insured" and the Fire Marshal, 201 E. Franklin St., Richmond, VA, as the certificate holder. This is to be provided a minimum of 15 days prior to the event for validation. The insurance shall cover pyrotechnic operations and the insurance company shall be licensed to do business in the State of Virginia.**
- 3. Submit name, contact information and qualifications of contractor and technician (person responsible for pyrotechnic activity, to be on site during event) and a copy of this, with technician's and customer's (or agent) original signatures agreeing to comply with all regulations.**
- 4. The permit is issued upon completion of a live demonstration of each device that will be used during event. Times for live demonstration of device range between 3:00 pm & 4:00 pm unless prearranged at the time of application.**
- 5. All proximate audience displays shall comply with National Fire Protection Association Standards 1123 and 1126.**
- 6. All applications for proximate audience displays shall include plans indicating the required clearances for spectators and combustibles, crowd control measures, smoke control measures and requirements for standby personnel and equipment when required by fire code official.**
- 7. Persons in charge of pyrotechnics special effects operations shall be 21 years old, shall demonstrate knowledge of all safety precautions related to the handling, storage or use of pyrotechnic special effects materials and devices.**

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8. The controller key shall be kept in the possession of technician, except when actually firing. A room for storage of all pyrotechnic devices and products shall be provided by the venue with a key to secure the assigned area.
9. All devices shall be pre-loaded prior to the show. Recharges may be installed during planned intermissions.
10. Use only products that are in labeled containers and never exceed the manufacturer's maximum recommended load.
11. Any misfires shall be handled in accordance with the manufacturer's instructions.
12. **A minimum of two off-duty Fire Marshals (or more when deemed necessary for life safety issues) shall be employed by the promoter/venue, at the present current rate per hour, for a minimum of four hours each, to monitor the production.**
13. **Each pyrotechnic device fired during a performance shall be separated from the audience by at least 15 ft. but not by less than twice the fallout radius of the device.**

PYROTECHNICS PERMIT APPLICATION

EVENT _____ DATE _____ TIME _____

LOCATION _____

PROMOTER – (name) _____

(address) _____

Representative _____

phone _____

PYROTECHNIC'S name _____

CONTRACTOR address _____

technician for show _____

phone _____ age _____ years experience _____

CONTRACTOR'S INSURANCE CARRIER:

full name(print) _____

address _____

ANTICIPATED LENGTH OF ENTIRE PYROTECHNICS DISPLAY _____

ATTACH PLANS REQUIRED IN NFPA 1126

NOTE: FAILURE TO COMPLY WITH ANY ONE OR MORE GUIDELINES OR REGULATIONS WILL BE CONSIDERED DUE CAUSE TO DENY ISSUANCE OF A PERMIT OR REVOCATION OF ONE PREVIOUSLY ISSUED AND MAY SUBJECT THE TECHNICIAN AND/OR CONTRACTOR TO POSSIBLE LEGAL ACTION. VIOLATIONS OF THE FIRE PREVENTION CODE ARE CLASS1 MISDEMEANORS, SUBJECT TO A FINE OF UP TO \$2,500 AND/OR UP TO ONE YEAR IN JAIL.

WE ACKNOWLEDGE THE GUIDELINES PRINTED ON THE REVERSE.

SHOW PROMOTER _____

Signature

Print Name

Date

PYRO CONTRACTOR _____

Signature

Print Name

Date

PYRO TECHNICIAN _____

Signature

Print Name

Date

Permit will be revoked if violations occur. Permit does not allow holder to violate any code or safety regulation.
Permit must be available on site during permitted activity. Contact us if you want more information or services.
Office Hours: 8 a.m.-5 p.m., Monday - Friday

Revised 2 / 2009