



COUNCIL BLUFFS FIRE DEPARTMENT PERMIT APPLICATION FOR DISPLAY OF FIREWORKS / PYROTECHNIC SPECIAL EFFECTS

INSTRUCTIONS:

1. A **Pyrotechnic Display of Fireworks Permit Application** shall be submitted to the Council Bluffs Fire Department at least 30 days in advance of the pyrotechnic display.
2. The application submittal must include the supporting documentation as follows:
 - a) Lead Pyrotechnic Operator shall have a **“shooter certified”** certificate from the Pyrotechnics Guild International (PGI). All other non-PGI certifications shall be reviewed for reciprocity certification. Resume required for Lead pyro-technicians.
 - b) A Certificate of Insurance. Please see application below for insurance requirements.
 - c) A complete list of all pyrotechnic devices to be displayed. Displays before a proximate audience require the submittal of device list and effect descriptions.
 - d) Site plan(s) which detail the firing site and device layout and an overall site plan indicating the locations of spectators, the firing site, the fallout perimeter, and fireworks storage area.
 - e) Letter of permission to display fireworks by the property owner.
 - f) A PGI Shooter Certified Operator as approved by the Fire Department shall be designated as the responsible party and shall be required to be on site.
3. Mail submittal to:

**Council Bluffs Fire Department
Fire Marshal’s Office
200 South 4th Street
Council Bluffs, IA 51503**
4. Additionally, a \$150.00 permit fee is required to be submitted to the **Council Bluffs Fire Department** made payable to the City Treasurer.
5. All indoor pyrotechnic displays shall require minimum of (1) one standby fire personnel on scene, at the expense of the shooter or event sponsor.
6. Additional personnel and/or equipment may be required as per the authority having jurisdiction.
7. All outdoor pyrotechnic events shall be reviewed by the Fire Marshal’s Office. A minimum of (2) two standby fire personnel and equipment will be required for events on all City-owned property. Events on privately-owned property may require the presence of standby fire watch fire personnel as determined by the Fire Chief or his designee. All standby firewatch personnel will be provided by the Council Bluffs Fire Department at the expense of the event sponsor or shooter.
8. Call (712) 328-4646, e-mail pubed@councilbluffs-ia.gov or fax (712) 328-4916 with questions regarding these regulations.



Council Bluffs Fire Department

200 South 4th Street
Council Bluffs, IA 51503
Tel: 712-328-4646
Fax: 712-328-4916

<http://www.councilbluffs-ia.gov/index.aspx?nid=212>

Permit for Pyrotechnic Display

Date and Time of Display: _____ Rain Date: _____

SITE INFORMATION

Name _____

Property Owner's Name _____

Address _____

City, State, Zip _____

Telephone Number _____

Telephone Number _____

Fallout Perimeter Designated by _____

Maintained by _____

PYROTECHNIC COMPANY

Name _____

Address _____

Contact Person _____

Telephone# _____

Number of Personnel to be onsite _____

Lead Pyrotechnic Operator _____

Support Personnel _____

Support Personnel _____

Support Personnel _____

Support Personnel _____

The undersigned do hereby agree to comply with all Local, State, and Federal Laws.

Name of Applicant (type or print)

Signature of Applicant

Name of Property Owner (type or print)

Signature of Property Owner

Date of Application

INSURANCE REQUIREMENTS

An original certificate of insurance shall be submitted to the City of Council. Please submit an insurance certificate a minimum of thirty days prior to the date of the event for approval by the City Legal Department. The following represents the City's insurance requirements. Any exceptions to these requirements must be specifically granted by the City Council and made known to the City Legal Department.

1. An original certificate of insurance with the original penned signature of the agent writing the certificate is required. (Stamped signatures are not accepted.)
2. The name, address and phone number of the agent signing the certificate shall be typed under the agent's signature.
3. Copy of a Power of Attorney or other document showing the agent's authority to sign for the insurance company shall be attached to the certificate (a copy of the agent's insurance license will be accepted).
4. "The City of Council Bluffs, Iowa, and its employees are named as additional insured" shall be specifically indicated on the certificate.
5. The name and date of the event being covered shall be indicated on the certificate.
6. The minimum liability limit required by the City is one million dollars (must be occurrence form general liability coverage).
7. All addresses on the certificate shall list a street address; P. O. Box addresses are not accepted.

PERMIT REQUIREMENTS

- Pyrotechnic Plan giving date, time, exact location, etc.
- List and descriptions of all pyrotechnic devices to be used.
- Qualifications and experience of the operator.
- Diagrams showing placement of devices.
- Proof of financial responsibility.
- Material Safety Data Sheets (MSDS)
- Flame retardency certifications of scenery if applicable.
- Storage locations of pyrotechnic materials.
- Live demonstration of materials to be used.
- Agreement to provide a minimum of (2) two stand-by fire personnel on scene at the applicable cost per hour.
- Additional personnel and/or equipment may be required by the authority having jurisdiction.
- Applicable laws include, but are not limited to: NFPA 1123, 1124, 1126, 101, IFC and all local, State and Federal laws.

OPERATOR QUALIFICATIONS:

- Operators shall be at least 21 years old Assistants at least 18.
- Provide copies of all licenses and certificates, resume of experience.