



Office: (540) 942-6730
Fax: (540) 942-6731



Fire Marshal's Office



300 W. Broad Street
Waynesboro, VA 22980

PERMIT INFORMATION

FIREWORKS

Please include the following information when applying for a permit:

A. INSIDE SALES

1. Diagram indicating the following:
 - a. Location of sales display
 - b. Location of EXITS
 - c. Distance (in feet) from fireworks sales display to exits
 - d. Location of fire extinguishers
2. Copy of most recent inspections of fire alarm and sprinkler systems
3. Copy of current Business License from the City of Waynesboro
4. Copy of Certificate of Liability Insurance
5. Complete inventory list to include product name and product item number
6. Supplier contact information

B. OUTSIDE SALES

1. Diagram indicating the following:
 - a. Location of sales stand or tent
 - b. Location of EXITS
 - c. Distances from stand or tent to the following:
 - i. Streets, parking entrances – 15 foot minimum
 - ii. Building(s) or combustible structures – 12 foot minimum
 - iii. Flammable liquids dispensers – 50 foot minimum
2. Tent sales:
 - a. Include Certificate of Flame Resistance for tent material
 - b. Tent permit application
3. Copy of current Business License from the City of Waynesboro
4. Copy of Certificate of Liability Insurance
5. Complete inventory list to include product name and product item number
6. Supplier contact information

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Additional Information:

1. An inspection shall be performed once display has been set up and prior to selling to the public
2. A copy of insurance shall be kept on file at retailers.
3. A copy of fireworks inventory shall be kept on file at retailers.
4. Fireworks display shall have an attendant at all times while open to the public, or display shall be positioned so that an attendant has the display in sight at all times and is readily accessible if incident occurs.
5. A minimum of one portable fire extinguisher complying with Section 906 of the Virginia Statewide Fire Prevention Code (VSFPC) shall be located not more than 15 feet and not less than 10 feet from the display.
6. "NO SMOKING" signs complying with Section 310 of the VSFPC shall be posted on all sides of the display in plain view in areas where fireworks are to be stored and for retail sale.
7. To ensure public safety and welfare, placement of display will be up to the discretion of the fire code official or designee.
8. Allow at least ten (10) working days for the City of Waynesboro Fire Department to process application.

PUBLIC DISPLAY:

1. A permit shall be obtained from the City of Waynesboro Fire Department prior to display.
2. A copy of insurance shall be sent at time of application
3. A copy of the list of fireworks to be discharged shall be sent at time of application
4. A site inspection shall be performed by the fire code official or his designee prior to display being discharged.
5. Allow at least ten (10) working days for the City of Waynesboro Fire Department to process application.

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