



West Virginia State Fire Marshal's Office
Regulatory & Licensing Division

Application for Consumer Fireworks Certificate
PERMANENT

WV State Fire Marshal
1207 Quarrier Street
Charleston, WV 25301
Phone: (304) 558-2191

Created 05/2016

Instructions and Information on obtaining a West Virginia Consumer Fireworks Certificate

- Please complete the application printed legibly in **blue** ink or using a printer.
- Processing of your application will be delayed if this application and other forms are incomplete.
- Submission of the application does not authorize the applicant to engage in the requested activity. You must obtain the actual Certificate before commencing operations. Please submit your application at least 60 days prior to you planned start of operations.
- A separate application is required for each location in which consumer fireworks are sold.
- All requirements of 103CSR4 & NFPA 1124 Edition 2006, SHALL be complied with.
- It is recommended that the Wholesaler, Distributor or Importer assist with this application packet.
- With this application, the applicant shall submit:
 - ✓ A copy of your WV business license
 - ✓ Current liability insurance coverage
 - ✓ **Copies of all federal & ATF permits as required**
 - ✓ The completed and signed CFRS checklist
 - ✓ The completed and signed Outside Storage Unit Permit, (If Required)
 - ✓ Authorization letter from Property Owner/Landlord(s) for consumer retail fireworks sale
 - ✓ A complete inventory of all Consumer Fireworks to be sold at this location
 - A Site Plan showing the PERMANENT CFRS facility/store
 - A detailed sales floor layout noting exiting and CFRS sales area
 - Detailed separation distances, clearly indicating location of any and all outdoor storage in reference to any landmarks or roadways.
 - Shall post a CFRS Certificate within 5' of every public entrance.
- If the application is approved you will receive a Certificate in the mail. If the application is denied, we will advise in writing the reason(s) for denial.
- Initial inspection on all **facilities** shall be conducted prior to issuance of a certificate.
- Please be aware that there is a non-refundable, \$40.00 application and review fee. This shall be a **separate check**, not to be combined with payment for any other application.
- Please be aware that there is a non-refundable, \$100.00 Outdoor Storage Unit(s) fee(s) (if applicable). This shall be a **separate check**, not to be combined with payment for any other application.
- Please be aware that there is a non-refundable, \$1000.00 certification fee. This shall be a **separate check**, not to be combined with payment for any other application.
- Definitions:
 - ✓ **Consumer Fireworks Retail Sales Facility (CFRS Facility)** - A permanent building that is used primarily for the retail display and sale of consumer fireworks to the public.
 - ✓ **Consumer Fireworks Retail Sales Store (CFRS Store)** - A building classified as a mercantile occupancy that contains a variety of merchandise and that is not used primarily for the retail sales of consumer fireworks.
 - ✓ **Non-Exempt Amount** – Any amount of Consumer Fireworks that is on hand and exceeds 125 lbs. (500 lbs. gross) in weight. Storage shall be in accordance with NFPA 1124 2006 Edition.
 - ✓ **Exempt Amount** – Any amount of Consumer Fireworks that is on hand and does not exceed 125 lbs. (500 lbs. gross) in weight. Inside storage is prohibited or storage shall be in an outdoor storage unit.



**Application for a West Virginia
PERMANENT Consumer Fireworks
Retail Sales (CFRS): Facilities or Store
(Certificate is Non-Transferrable)**

Office Use Only

Be sure that all sections of this application are completed in **print and are legible.**

Please read the instructions carefully before completing the application

<input type="checkbox"/> FACILITY <input type="checkbox"/> STORE →→→ <input type="checkbox"/> EXEMPT <input type="checkbox"/> NON-EXEMPT					
Date of Application					
Owner Name					
Owner Address	City		State		ZIP
Owner Phone Number	Main		Fax		
Email Address					
Company Name					
dba (if different from above)					

Property Owner/Landlord	
Property Owner/Landlord Representative	
CFRS Address (List Complex, facility or site, and nearest street intersection if no address is available)	

Scheduled Dates and Times for Sales	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Time and Date when the Operator and Product will arrive							

CFRS Address					
	City		State		ZIP
CFRS Phone No.	Main		Fax		
CFRS GPS Coordinates	LAT		LONG		
The number of Public Entrances in this CFRS facility?	_____ Front		_____ Back		_____ Side

Opening Projected Date		Date Ready For Inspection (Facilities Only)			
CFRS Email Address					
WV Business License No.		WV Tax Identification No.			
Responsible Person			Title		
Phone			Fax		
Cell Phone			e-mail		
Driver's License No			State of Issue		

Wholesaler/Importer/Distributor					
dba (if different from above)					
Wholesaler/Distributor/Importer Address					
	City		State		ZIP
Phone Number	Main		Fax		
Consumer Fireworks Product Wholesaler or Importer Responsible Person Name	Driver's License No.				
	State of Issue				
WVSFM Permit No.		ATF Permit No.			
Email Address					

THE STATE FIRE MARSHAL'S OFFICE SHALL PERFORM AN INITIAL INSPECTION PRIOR TO ISSUANCE OF CERTIFICATE FOR CFRS - FACILITIES

Have you submitted a <u>copy</u> of your WV State Business License with this application?	___ Yes ___ No
Have you submitted a <u>copy</u> of your Public Liability and Product Liability Insurance Certificate with this application? (\$1,000,000 minimum coverage)	___ Yes ___ No
Have you included a complete inventory of <u>all</u> Consumer Fireworks that are on the sales floor <u>and</u> in storage?	___ Yes ___ No
Have you completed <u>and</u> signed the Consumer Fireworks Retail Sales (CFRS) Facilities or Store Checklist?	___ Yes ___ No
Have you read, understood, and signed the Affidavit For Consumer Fireworks Certificate?	___ Yes ___ No
Have you completed and signed the Outdoor Storage Unit Permit? (If required)	___ Yes ___ No
Have you included the authorization from the Property Owner/Landlord(s)?	___ Yes ___ No

Any false information provided in this application shall result in revocation of the permit.			
This application and the information contained here-in are true and correct. I am aware that any false statements made herein may result in revocation of my registration and may be subject to criminal proceedings in accordance with West Virginia State Code. I am aware that I must obey all procedures in accordance with 103CSR4 & NFPA 1124 Edition 2006, and failure to do so may result in receiving citations issued by the WV State Fire Marshal.			
Responsible Person Signature		Date	
Property Owner/Landlord(s) Authorization for CFRS			
Signature		Date	

FEE COMPUTATION:

Outdoor Storage Units (If Required)	x \$100.00	
Business locations registered		\$1000.00
Application Fee		\$40.00

- **REMINDER:**
 - ✓ Please be aware that there is a non-refundable, \$40.00 application and review fee. This shall be a *separate check*, not to be combined with payment for any other application.
 - ✓ Please be aware that there is a non-refundable, \$100.00 Outdoor Storage Unit(s) fee(s) (if applicable). This shall be a *separate check*, not to be combined with payment for any other application.
 - ✓ Please be aware that there is a non-refundable, \$1000.00 certification fee. This shall be a *separate check*, not to be combined with payment for any other application.

Make Remittance Payable to:
 WV State Fire Marshal's Office
 1207 Quarrier Street
 Charleston, WV 25301

Mail Completed Application to:
 WV State Fire Marshal's Office
 1207 Quarrier Street
 Charleston, WV 25301

CONSUMER FIREWORKS OUTDOOR STORAGE UNIT APPLICATION

(Please complete one for each outdoor storage unit that is currently storing consumer firework materials at this site)

IMPORTANT REMINDER:

In accordance with 103CSR4 and NFPA, a permit holder shall immediately notify the Fire Marshal's Office within 24 hours of any lost, stolen or unaccounted for fireworks, pyrotechnics or explosive materials of 500 lbs. gross weight.

PLEASE PRINT OR TYPE THE INFORMATION LEGIBLY:

WV State Fire Marshal's Office Permit No. (If Applicable)	
Outdoor Storage Permit No. (If Applicable)	
Outdoor Storage Location	
Unique GPS coordinates for this magazine*	
Outdoor Storage Unit Owner	
Inventory of Fireworks stored in this unit (Please List All) Add Attachment If Needed	
Actual Amount of Fireworks in this unit	_____ lbs. _____ cases

Responsible Person Authorization for CFRS			
Name & Title			
Signature Responsible Person		Date	
Property Owner/Landlord(s) Authorization for CFRS			
Name & Title			
Signature		Date	

* GPS COORDINATES MUST BE IN **NAD83** FORMAT.

To obtain the NDA83 format, you may visit any website that will convert Longitude and Latitude components into the proper format. Example website: www.apsalin.com/nad-conversion.aspx

Please make additional copies as needed



West Virginia State Fire Marshal's Office
Regulatory & Licensing Division

Application to Be a Registered
Manufacturer, Wholesaler, Distributer
Or Importer of Consumer / Display Fireworks

WV State Fire Marshal
1207 Quarrier St
Charleston, WV 25301
Phone: (304) 558-2191

Revised 05/2016

Instructions and Information on obtaining a West Virginia Consumer Fireworks Certificate

- Please complete the application printed legibly in **blue** ink or using a printer.
- Processing of your application will be rejected if this application and other forms are incomplete.
- Submission of the application does not authorize the applicant to engage in the requested activity. You must obtain the actual Certificate before commencing operations. Please submit your application at least 60 days prior to you planned start of operations.
- A separate application is required for each location in which consumer fireworks are manufactured and/or stored.
- A separate application is required for each location in which consumer fireworks that are to be distributed and/or stored.
- A separate application is required for each wholesale location in which consumer fireworks are stored.
- A separate application is required for each location in which consumer fireworks are imported and/or stored.
- All requirements of 103CSR4 & NFPA 1124 Edition 2006, SHALL be enforced.
- If you obtain a manufacturing license, you are not required to obtain a separate Wholesaler/Distributor/Importer license. Being registered as a Manufacturer/Wholesaler/Distributor/Importer does **NOT** exempt you from the obtaining of a Consumer Fireworks Certificate, as this must be obtained separately.
- With this application, the applicant shall submit:
 - ✓ A copy of CURRENT WV Worker's Compensation Insurance coverage (if applicable).
 - ✓ Current public and product liability insurance coverage.
 - ✓ ***Copies of all federal and ATF permits as required.***
 - ✓ A detailed Site Plan clearly indicating the location of any and all magazines/outdoor storage units in reference to any landmarks and/or roadways.
 - ✓ A detailed Site Plan and a detailed floor layout of all Manufacturing/Wholesaling/Distributing/Importing facilities.
 - ✓ A signed affidavit stating that all employees with access to consumer/display fireworks are proficiently trained and compliant with all federal and state licensing laws that are applicable.
 - ✓ A list of **all** individuals, including Social Security numbers with access to any federally regulated product.
 - ✓ A complete description of all pyrotechnic products to be sold from this location, if within the State of West Virginia.
- Please be aware that there is a **non-refundable**, \$40.00 application and review fee. This shall be a separate check, not to be combined with payment for any other application.
- Please be aware that there is a **non-refundable**, \$100.00 Outdoor Storage Unit(s) fee(s) (if applicable). This shall be a separate check, not to be combined with payment for any other application.
- Please be aware that there is a **non-refundable** \$500.00 and/or \$1,000.00 certification fee. This shall be a separate check, not to be combined with payment for any other application.
- If the application is approved you will receive a Certificate in the mail. If the application is denied, we will advise in writing the reason(s) for denial.

Initial inspection to all instate facilities shall be conducted prior to issuance of a certificate.



Office Use Only

Application for a West Virginia Explosives Permit

Be sure to complete all sections of this application in *print and legible*.

Please read the instructions carefully before completing the application					
Company Name					
Subsidiary of (if applicable)					
dba (if different from above)					
Company Address					
	City		State		ZIP
Storage Address					
	City		State		ZIP
Company Contact Information	Main		Fax		
Type of Facility	<input type="checkbox"/> Type 1.1 Explosive		<input type="checkbox"/> Type 1.3 Display Explosive		
	<input type="checkbox"/> Type 1.4 Explosive		<input type="checkbox"/> Type 1.4S Indoor Display		

The Person Named Below Represents the Company as Applicant

Name		Title	
Phone		Fax	
Cell Phone		e-mail	
Soc. Sec. No.:		Date of Birth	
Driver's License No		State of Issue	

Check the Type of Explosives Permit Your Company Wishes To Obtain

<input type="checkbox"/>	Distributor and/or Wholesaler	\$ 500.00
<input type="checkbox"/>	Manufacturer	\$ 1000.00
<input type="checkbox"/>	Importer	\$ 500.00
<input type="checkbox"/>	Storage magazine/outdoor storage unit (In State)	\$ 100.00 each

Do all employees that physically come in contact with explosive materials have a current ATF clearance for use of explosives?	___ N/A ___ yes ___ no
If transporting explosive materials in commerce: Are you in compliance with D.O.T.?	___ yes ___ no
For Manufacturing only: Anticipated quantity to be manufactured	___ lbs. monthly / annually _(circle one)
For Manufacturing/Wholesaling/Distributing/Importing only: DOT classification of explosives	Check all that apply __1.1 __1.3 __1.4 __1.4S

Property Owner/Landlord							
Property Owner/Landlord Representative							
Property Owner/Landlord Site (List Complex, facility or site, and nearest street intersection, if different from company address)							
Site GPS Coordinates	Latitude			Longitude			
Scheduled Dates and Times for Operation	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday


 Any false information provided in this application SHALL result in revocation of the permit.
 

FEE COMPUTATION:

Outdoor Storage Units (If Required)		x \$100.00	
Application Fee			\$40.00
Distributor, Wholesaler, Distributor			\$500.00
Manufacturer			\$1,000.00

Affidavit			
<p>This application and the information contained here-in are true and correct. I am aware that any false statements made herein may result in revocation of my registration and may be subject to criminal proceedings in accordance with West Virginia State Code. I am aware that I must obey all procedures in accordance with 103CSR4 & NFPA 1124 Edition 2006, and failure to do so may result in receiving citations issued by the WV State Fire Marshal.</p>			
Signature		Date	
Property Owner/Landlord(s) Authorization			
Signature		Date	

List ALL magazines/outdoor storage units that are permanently located on this site.

Magazine ID or Serial Number		Magazine Owner	
Magazine Location			
Magazine Type (ATF number and Description)			
Explosive Type Stored	_____ 1.1	_____ 1.3	_____ 1.4 _____ 1.4S
Amount of Explosives Stored			Lbs. /Quantity (Circle one)
GPS Coordinates	Latitude		Longitude

Magazine ID or Serial Number		Magazine Owner	
Magazine Location			
Magazine Type (ATF number and Description)			
Explosive Type Stored	_____ 1.1	_____ 1.3	_____ 1.4 _____ 1.4S
Amount of Explosives Stored			Lbs. /Quantity (Circle one)
GPS Coordinates	Latitude		Longitude

Magazine ID or Serial Number		Magazine Owner	
Magazine Location			
Magazine Type (ATF number and Description)			
Explosive Type Stored	_____ 1.1	_____ 1.3	_____ 1.4 _____ 1.4S
Amount of Explosives Stored			Lbs. /Quantity (Circle one)
GPS Coordinates	Latitude		Longitude

Magazine ID or Serial Number		Magazine Owner	
Magazine Location			
Magazine Type (ATF number and Description)			
Explosive Type Stored	_____ 1.1	_____ 1.3	_____ 1.4 _____ 1.4S
Amount of Explosives Stored			Lbs. /Quantity (Circle one)
GPS Coordinates	Latitude		Longitude

Please make additional copies as needed



Department of Military Affairs and Public Safety

Earl Ray Tomblin, Governor
Joseph Thornton, Cabinet Secretary
Kenneth E. Tyree, Jr., State Fire Marshal

Phone: (304) 558-2191

Fax: (304) 558-2537

OFFICE OF THE STATE FIRE MARSHAL

1207 Quarrier St, 2nd Floor
Charleston, WV 25301
www.firemarshal.wv.gov

AFFIDAVIT FOR CONSUMER FIREWORKS CERTIFICATE
PERMANENT & TEMPORARY
CONSUMER FIREWORKS RETAIL SALES (CFRS)

RETAIL SALES LOCATION - Consumer fireworks will be sold from the following retail sales

PERMANENT ONLY TEMPORARY ONLY

Retail Sales Location Name:

Street Address:

County:

City:

Zip Code:

RETAIL SALES

The above-identified retail sales location SHALL include the following:

- 1) Include required fees
- 2) Include Completed application
- 3) Include Completed Checklist
- 4) Include Inventory of Consumer Fireworks
- 5) Include Completed Outdoor Storage Unit Application(s)
- 6) Include GPS Location
- 7) Include Copy of Business License
- 8) Include required information for Wholesaler/Distributor
- 9) Include Copy of Public Liability and Product Liability Insurance (\$1,000,000.00 dollar minimum)
- 10) SHALL - Immediately notify the Fire Marshal's Office within 24 hours of any lost, stolen or unaccounted for fireworks of 500 lbs. gross weight and over.
- 11) Unless exempt from the requirements of NFPA 1124, all Consumer Fireworks Retail Sales (CFRS) Facilities and Stores shall have a complete electrical inspection of all electrical service, wiring, supply/loads and all other electrical devices and appliances. The inspection shall be performed by a West Virginia licensed and West Virginia certified commercial electrical inspector. A copy of the electrical inspection report shall be submitted to the State Fire Marshal with the certificate application.

This affidavit and required forms outlined above, shall be returned to the State Fire Marshal's Office.



Department of Military Affairs and Public Safety

Earl Ray Tomblin, Governor
Joseph Thornton, Cabinet Secretary
Kenneth E. Tyree, Jr., State Fire Marshal

Phone: (304) 558-2191

Fax: (304) 558-2537

OFFICE OF THE STATE FIRE MARSHAL
1207 Quarrier St, 2nd Floor
Charleston, WV 25301
www.firemarshal.wv.gov

AFFIDAVIT FOR CONSUMER FIREWORKS CERTIFICATE
PERMANENT & TEMPORARY
CONSUMER FIREWORKS RETAIL SALES (CFRS)

SIGNATURE AND CERTIFICATION FROM RESPONSIBLE PERSON

UNDER PENALTY OF PERJURY, REVOCATION OF CERTIFICATE AND SEIZURE OF ALL CONSUMER FIREWORKS:
THE UNDERSIGNED HEREBY CERTIFIES THAT HE OR SHE IS A RESPONSIBLE PARTY WITH PERSONAL
KNOWLEDGE IN REGARDS TO THE FOREGOING STATEMENTS AND THAT THE FOREGOING STATEMENTS ARE
TRUE AND CORRECT:

Responsible Person

Signature: _____ Printed Name: _____

Date: _____ Title: _____

State of _____ County of _____

I certify this to be a complete, exact and true copy of
the original document.

Certified this _____ day of _____, 20 _____. (SEAL)

Notary Name Here, Notary Public

My Commission Expires _____

This affidavit and required forms outlined on page 1, shall be returned to the State Fire
Marshal's Office.



**Permanent/Temporary Consumer Fireworks Retail Sales (CFRS)
Outdoor Storage Unit**

Name: _____

Address: _____ **Bldg.:** _____ **Suite:** _____

City: _____ **Zip:** _____

GPS: Longitude: _____ **Latitude:** _____

Responsible Party: _____ **Phone:** _____

Area of Sales Floor: _____ **sq.ft. Storage Needed** Y N

Less than 125lbs (500lbs gross) weight Y N ;

Greater than 125lbs (500lbs gross) weight Y N

Greater than 250lbs (1000lbs gross) weight Y N

✓ = Pass, X = Fail, NA = Not applicable **Status**

CERTIFICATE - SUBMITTAL REQUIREMENTS

Retail sales of display fireworks and pyrotechnic articles, including the related storage and display for sale of such fireworks and articles, shall be prohibited at a CFRS facility or store.

1) Consumer Fireworks storage buildings shall not be used for residential occupancy and shall not be located in residential areas [NFPA 1124:6.2.4]	
2) Finished consumer fireworks shall be stored in a consumer fireworks building(s), trailers, semi-trailers, metal shipping containers, or magazines. [NFPA 1124:6.2.5]	
3) Site plans showing the distances from public ways, buildings, facilities, magazines, motor fuel dispensing stations, retail propane dispensing stations, flammable and combustible liquid above ground tank storage, and flammable gas and flammable liquid gas bulk above ground storage. [NFPA 1124:6.3.2.2]	
4) Construction shall meet NFPA 1124:4.6.4.	
5) Fire protection shall meet NFPA 1124:6.5.	
6) Electrical requirements shall meet NFPA 1124:6.10.	
7) Signage shall meet NFPA 1124:6.11.6.	
8) Housekeeping shall meet NFPA 1124:6.12.	
9) No motor vehicle or trailer used for the storage of consumer fireworks shall not be parked within 10' of a CFRS facility. [NFPA 1124:7.4.6.2]	
10) A permit holder shall immediately notify the Fire Marshal's Office within 24 hours of any lost, stolen or unaccounted for fireworks, pyrotechnics or explosive materials over 500 lbs. gross weight. [103CSR4]	
11) Each fire department providing emergency services to any storage facility shall be notified in writing of the existence of the storage facility. The notice shall include information as to the type of explosives and explosive hazards that are stored at the storage facility. [103CSR4]	
12) Records shall be maintained and available upon request. [NFPA 1124:7.3.24]	
13) Sites Plans showing the CFRS facility and detailing the separation distances. [NFPA 1124]	
14) Smoking shall not be permitted in the storage facility or within 50 feet of the storage facility. Conspicuous signs indicating "Warning -- No Smoking" shall be posted at frequent intervals throughout the storage facility. [103CSR4]	
15) All electrical wiring and fixtures shall meet the requirements of the National Electrical Code, Class II, Group E, Division I locations. [103CSR4]	
16) Outdoor storage units shall be secured per NFPA 1124:6.2.	

¹ The above is not an all-inclusive list; all applicable fire and life safety provisions SHALL be met.



Permanent Consumer Fireworks Retail Sales (CFRS) Facilities OR Store

Name: _____

Address: _____ **Bldg.:** _____ **Suite:** _____

City: _____ **Zip:** _____

GPS: Longitude: _____ **Latitude:** _____

Responsible Party: _____ **Phone:** _____

Area of Sales Floor: _____ **sqft. Storage Needed** Y N

Less than 125lbs (500lbs gross) weight Y N ;

Greater than 125lbs (500lbs gross) weight Y N

Greater than 250lbs (1000lbs gross) weight Y N

✓ = Pass, X = Fail, NA = Not applicable | **Status**

CERTIFICATE - SUBMITTAL REQUIREMENTS

Retail sales of display fireworks and pyrotechnic articles, including the related storage and display for sale of such fireworks and articles, shall be prohibited at a CFRS facility or store.

The State Fire Marshal Office shall inspect all (CFRS) Facilities Prior to issuance of Certificate

- | | |
|--|--|
| 1) Provide inventory list. [NFPA 1124:7.3.24] | |
| a) Records shall be maintained on available inventory on the premise. [NFPA 1124:7.3.24.1] | |
| 2) Sites Plans showing the CFRS facility and detailing the sales floor and separation distances [NFPA 1124:7.4.2] | |
| a. 50 ft. from propane-dispensing station dispensers. [NFPA 1124:7.3.12.1(1)] | |
| b. 50ft from aboveground storage tanks for flammable or combustible liquids, gas, or liquefied gas. [NFPA 1124:7.3.12.1(2)] | |
| c. 50ft from compressed natural gas-dispensing station dispensers. [NFPA 1124:7.3.12.1(3)] | |
| d. 50ft from motor vehicle fuel-dispensing station dispensers. [NFPA 1124:7.3.12.2] | |
| e. 300ft minimum from any aboveground bulk storage or bulk dispensing area for flammable or combustible liquid, gas, or liquefied gas. [NFPA 1124:7.3.12.6] | |
| f. Within 30ft of the retail area shall be clear of dry grass, dry shrubs, and combustible debris. [NFPA 1124:7.4.6.1] | |
| g. Storage of fireworks in a trailer or vehicle near the CFRS shall be in accordance of NFPA 1124. | |
| h. The building or structure does not exceed one story in height. [NFPA 1124:7.3.5] | |
| i. Show vehicle access and parking areas within 10ft of facility. [NFPA:7.4.6.2] | |
| j. Floor plans showing minimum aisle width and fixture locations [NFPA:1124 7.3.3 (4)] | |
| k. Construction details of structure and retail shelving. [NFPA:1124 7.3.3(6)] | |
| 3) Separation from adjacent buildings and structures [NFPA 1124:Table 7.4.7.1.1] | |
| a. <10ft 2hr rated fire walls separations with 90 min opening protection. | |
| b. From 10ft. to <60ft 1hr rated fire wall separation with 45min opening protection. | |
| c. ≥60ft no ratings required. | |
| 4) Any portion of an exterior wall of a CFRS Facility or Store, shall be accessible within 150 ft. of a public way or an approved fire department access. [NFPA 1124:7.3.4] | |
| 5) Constructed in accordance with adopted WV State Fire Code. | |
| 6) Heating units shall be listed and shall be used in accordance with their listing. [NFPA 1124:7.3.17.1] | |
| 7) Storage of Fireworks and Related Explosive Materials [NFPA 1124] | |



Permanent Consumer Fireworks Retail Sales (CFRS) Facilities OR Store

Name: _____

✓ = Pass, X = Fail, NA = Not applicable | Status

ELECTIRCAL

- | | |
|---|--|
| 1) PORTABLE GENERATORS - Shall be Prohibited from operating within all (CFRS) facilities and stores. [103CSR4] | |
| 2) Combustible material shall not be stored in boiler rooms, mechanical rooms or electrical equipment rooms. [NFPA 70] | |
| 3) Shall have a complete electrical inspection of all electrical service, wiring, supply/loads and all other electrical devices. The inspection shall be performed by a West Virginia licensed and West Virginia certified commercial electrical inspector and a copy of the report shall be submitted to the WVSFMO with the certificate application. [103CSR4] | |
| 4) Multi-plug adapters, such as cube adapters, unfused plug strips or any other device shall be prohibited. [NFPA 70] | |
| 5) Relocatable power taps shall be of the polarized or grounded type, equipped with overcurrent protection, and shall be listed. [NFPA 70] | |
| 6) Relocatable power taps shall be directly connected to a permanently installed receptacle. [NFPA 70] | |
| 7) Relocatable power tap cords shall not extend through walls, ceilings, floors, under doors or floor coverings, or be subject to environmental or physical damage. [NFPA 70] | |
| 8) Extension cords and flexible cords shall be prohibited. [NFPA 70] | |

FIRE PROTECTION

- | | |
|---|--|
| 1) An automatic sprinkler system designed for an Ordinary Hazard, Group 2 occupancy and installed in accordance with NFPA 13, Standard for the Installation of Sprinkler Systems, shall be provided throughout permanent CFRS facilities and stores in which CFRS are conducted in the following buildings:
a. New buildings greater than 6000 ft² (557.2 m²) in area
b. Existing buildings greater than 7500 ft² (694 m²) in area | |
| 2) Spaces in multiple tenant buildings to have 2hr fire barrier demising walls, 1hr fire barrier walls when provided with sprinklers. [NFPA 1124:7.4.4] | |
| 3) Fire alarm system to be provided per NFPA 101. [NFPA 1124:7.3.9] [87CSR1] | |
| 4) Water flow switch to activate audible and visual alarms [NFPA 1127:7.4.5.1] | |
| 5) >3,000sqft a public address system or means of manual A/V notification activation provided in a constantly monitored location. [NFPA 1124:7.4.5.3] | |
| 6) 75ft maximum travel distance for portable fire extinguishers. [NFPA 1124:7.3.8.3] | |
| 7) Portable fire extinguishers rated for extra (high) hazard occupancy. [NFPA 1124:7.3.8.1] | |
| 8) Every facility shall have no fewer than two extinguishers with at least one being a pressurized water type [NFPA 1124:7.3.6.3], and the other being a multipurpose dry chemical type if the facility is provided with electrical power. [NFPA 1124:7.3.8.2] | |
| 9) Smoke and heat vents provided in ceiling less than 10ft, and travel distance is >25ft, activated by smoke detection installed throughout. [NFPA 1124:7.3.10] | |
| 10) Doors shall be self-closing and rated not less than 1hr. [NFPA 1124:7.5.3.1] | |



Permanent Consumer Fireworks Retail Sales (CFRS) Facilities OR Store

Name: _____

✓ = Pass, X = Fail, NA = Not applicable Status

MEANS OF EGRESS

- | | |
|--|--|
| 1) Exits located such that travel distance does not exceed 75 ft. [NFPA 1124:7.3.14.2] | |
| 2) Evacuation plan shall be posted in a conspicuous location that is accessible to the public as well as to persons employed or otherwise working in the CFRS facility [NFPA 1124:7.4.8.2] | |
| 3) FIRE SAFETY & Evacuation plan IN WRITING AND CURRENT [NFPA 1124:7.3.13] | |
| 4) NO LESS THAN 3 exits provided [NFPA 1124:7.3.14.1.1] | |
| 5) Exits do not pass through storage areas [NFPA 1124:7.3.14.1.2] | |
| 6) Aisles [NFPA 1124:7.3.14.3] | |
| a. 48in minimum aisle width. | |
| b. At least one aisle provided such that it leads directly to an exit. | |
| c. The required width of aisles shall be maintained unobstructed at all times. | |
| d. Other required exits located within 10ft of end of aisle or cross aisle. | |
| e. Dead-end aisles shall be prohibited. | |
| 7) Egress doors to be side hinged that swing in the direction of egress [NFPA 1124:7.3.14.4.3] | |
| 8) Exit signs required to be self-luminous [NFPA 1124:7.3.14.5.2] | |
| 9) Emergency Lights provided [NFPA 1124:7.3.14.6.2] | |
| 10) Every egress doors that latch provided with panic hardware. [NFPA 1124:7.3.14.2] | |
| 11) No consumer fireworks shall be displayed for sale or stored within 5 ft. (1.5 m) of any public entrance in an enclosed building or structure. [NFPA 1124:7.3.19.2.1] | |
| 12) No consumer fireworks shall be displayed for sale or stored within 2 ft. (0.6 m) of any exit or private entrance in an enclosed building or structure. [NFPA 1124:7.3.19.2.2] | |
| 13) Means of egress, including but not limited to aisles, doors, and exit discharge, shall be clear at all times when the facility or the building is occupied. [NFPA 1124:7.3.19.1] | |

DISPLAY REQUIREMENTS

- | | |
|---|--|
| 1) The floor area occupied by the retail displays of consumer fireworks in permanent CFRS facilities shall not exceed 40 percent of the available floor area within the retail sales area. [NFPA 1124:7.4.10] | |
| 2) Not less than 50 percent of the available floor area within the retail sales area shall be open space that is unoccupied by retail displays and used only for aisles and cross-aisles. [NFPA 1124:7.3.20] | |
| 3) Merchandise displays not higher than 6ft. [NFPA 1124:7.3.15.2] | |
| 4) Merchandise displays located along perimeter of retail sales are maximum height of 12ft. [NFPA 1124:7.3.15.2.2] | |
| 5) Combustible materials shall not be stored directly above the consumer fireworks display unless provided with a horizontal barrier. [NFPA 1124:7.3.15.7] | |
| 6) Covered fuse fireworks only, permitted in retail sales areas. [NFPA 1124:7.3.15.5.1] | |
| 7) Flame Breaks Shall Be Installed, as available. [NFPA 1124:7.3.15.3] | |
| 8) Heating equipment listed for use that have tip-over and temperature-overheat protection, no open- flame or exposed elements heating devices. [NFPA 1124:7.3.17] | |
| 9) No display located within 5ft of public entrance or 2ft of private entrance. [NFPA 1124:7.3.19.2] | |
| 10) Sign with minimum 4in high letters on contrasting background [NFPA 1124:7.4.6.3]:
NO FIREWORKS DISCHARGE WITHIN 300 FEET | |
| 11) Sign with minimum 2in high letters on contrasting background within 10ft of every aisle serving the CFRS areas. FIREWORKS – NO SMOKING [NFPA 1124:7.3.11.1] [103CSR4] | |



Permanent Consumer Fireworks Retail Sales (CFRS) Facilities OR Store

Name: _____

STORAGE OF FIREWORKS AND RELATED EXPLOSIVE MATERIALS [103CSR4]

1) A permit holder shall immediately notify the Fire Marshal's Office within 24 hours of any lost, stolen or unaccounted for fireworks, pyrotechnics or explosive materials of 500 lbs. gross weight.	
2) Smoking shall not be permitted in the storage facility or within 50 feet of the storage facility.	
3) Each fire department providing emergency services to any storage facility shall be notified in writing of the existence of the storage facility. The notice shall include information as to the type of explosives and explosive hazards that are stored at the storage facility.	
4) The land surrounding each storage facility shall be kept clear of combustibles for a distance of at least 25 feet on all sides.	
5) Each storage facility shall be secured per NFPA 1124.	
6) All electrical wiring and fixtures shall meet the requirements of the National Electrical Code, Class II, Group E, Division I locations.	
7) A valid storage permit shall be obtained from the State Fire Marshal.	

STORE REQUIREMENTS - ADDITIONAL [NFPA 1124:7.5.1]

1) The area of the retail sales floor occupied by the retail displays of consumer fireworks does not exceed 25 percent of the area of the retail sales floor in the building or 600 ft ² (55.5 m ²), whichever is less.	
2) Fireworks shall be under the visual supervision of a store employee or other responsible party while the store is open to the public.	
3) Such fireworks shall be packaged and displayed for sale in a manner that will limit travel distance of ejected pyrotechnical components if ignition of the fireworks occurs.	
4) Where consumer fireworks meeting the descriptions of for aerial devices and audible ground devices, respectively, are sold, such devices shall be displayed for sale in an area of the store that is physically separated from the rest of the store in a manner that restricts entry by the public, and the area of the store shall be provided with not less than two means of egress, so located that there is no common path of travel and the distance to reach an egress point from the area does not exceed 35 ft.	

¹ The above is not an all-inclusive list; all applicable fire and life safety provisions SHALL be met.

Notes:

Responsible Person:

Date:
