



FIREWORKS STAND APPLICATION PROCESS

WHO CAN APPLY?

Any nonprofit organization, corporation, or association, organized primarily for veteran, patriotic, welfare, civic betterment, religious or charitable purposes, which has its principal and permanent meeting place, office, or place of worship within the city, and has been organized and established in the city for a minimum period of one year, continuously, preceding the filing of an application for permit. [Section 8.16.010(D) IMC]

APPLICATION PROCEDURE:

Prior to June 1st of each year

- Completed Fireworks Sales Permit Application
- Submit letter of request on nonprofit organization's letterhead to the Deputy City Clerk for submission and approval by the City Council. Letter must contain:
 - Exact location of stand, as proposed [Section 8.16.040(A) IMC]
 - Written permission of the property owner if the property is not owned by the applicant [Section 8.16.040(A) IMC]
 - Name and location of the principal place of business of the organization and the principals thereof [Section 8.16.040(B) IMC]
 - Such other information as required [Section 8.16.040(C) IMC]
- Submit cashier's check or cash deposit in the amount of \$50 to Deputy City Clerk [Section 8.16.050 IMC]
- Submit proof of payment of previous year's sales tax and copy of current year's SBOE Temporary Seller's Permit.
- Obtain Retail Fireworks License from Office of the State Fire Marshal / 602 E. Huntington Drive, Suite A, Monrovia, CA 91016 / 626-305-1908.
- Obtain a policy of liability insurance in minimum coverage amounts of \$50,000 public liability and \$100,000 in property damage, or a certificate of insurance, naming the City as co-insured. [Section 8.16.080 IMC]

Once all of the above has been done...

- Present proof of the above, e.g., memo indicating Council approval, receipt for the deposit, Fire Department approval, and insurance information, to the Building Department for issuance of required City of Irwindale electrical and safety permits.

After booth is erected and stocked with fireworks ...

- Obtain field inspections from the Los Angeles County Fire Department and City of Irwindale Building Department.

Miscellaneous ...

- Fireworks shall not be sold prior to 12:00 noon on June 28th, nor after 12:00 noon on July 6th, each year [Section 8.16.070(L) IMC]
- All unsold stock and accompanying litter shall be removed from the stand and from the City limits by 12:00 noon on July 6th, each year [Section 8.16.070(M) IMC]
- Each fireworks stand and all accompanying litter shall be removed from its temporary location no later than 12:00 noon on July 12th, each year [Section 8.16.070(N) IMC]

Refund of Deposit ...

- Upon the certification by the Chief of Police of compliance with the above requirements, the \$50 deposit shall be returned to the applicant within approximately ten days [Section 8.16.070(O) IMC]