



Mitchell Dept. of Public Safety
Fire Prevention Division
Pyrotechnics or Open
Flame Permit Application

Insurance Liability Certificate on file: _____

Permit No. _____ App. _____ Date: _____
 Receipt No. _____ Issue: _____ Date: _____
 Fee: \$ 50.00 Approved By: _____

Applicant's Information

Name/Business: _____
 Address: _____
 Mitchell, SD _____
 Phone No.: _____

Person in Charge of Display

Name/Business: _____
 Address: _____
 City: _____ State: _____ Zip _____
 Phone No.: _____

PLEASE PRINT NEATLY

Discharge Location

Name/Business: _____
 Address: _____
 Mitchell, SD _____
 Phone No.: _____

Description of Activity (in detail)

 Pyrotechnics Open Flame

Insurance Company

Name: _____
 Address: _____
 City: _____ State: _____ Zip _____
 Phone No.: _____

Date and Time of Display

Start Date and Time: _____
 Finish Date and Time: _____

Type of Display

- Aerial Show** With Class C/Division 1.4 With Class B/Division 1.3
 Ground Display With Class C/Division 1.4 With Class B/Division 1.3

- Outdoor** (see note below) Film or Stage Use Concert Public Show Private Show
Indoors Film or Stage Use Concert Public Show Private Show

NOTICE

To help prevent confusion with citizens calling for emergency services during the time of outside pyrotechnic (fireworks) display, please call The Mitchell Department of Public Safety nonemergency number (605-995-8400) and inform them that you have a permit to discharge fireworks and state the time, location of discharge, and permit number. The permitted work as described herein shall meet the current requirements of the fire code.

Outdoor Displays

In accordance with City of Mitchell fire code, standby personnel and equipment may be required based on potential fire conditions and weather conditions both prior to and on the day of display/discharge. Should standby be deemed necessary, cost associated with standby will be billed to, and shall be paid by, the permittee. The Mitchell Department of Public Safety reserves the right to cancel permits based on fire potential, given determining factors such as atmospheric and foliage conditions.

NO WORK, DISPLAY, OR DISCHARGE SHALL COMMENCE WITHOUT A VALID PERMIT ISSUED BY FIRE PREVENTION DIVISION.

Applicant

I, the undersigned, do hereby affirm that the statements contained on this form are true and correct. I further agree to comply with the provisions of applicable ordinances of the City of Mitchell and all other requirements of this application. In addition, it is understood that the installation of permitted items shall be made only by persons properly trained and qualified to install and discharge the specific items being provided. The installer certifies to this authority that the installation and discharge is in complete agreement with the terms of the listing and manufacturer's instructions and/or approved requirements.

Furthermore, I accept responsibility for costs associated with standby personnel and equipment, when required, that may be needed to conduct the display as noted on this permit application.

Signature: _____

Name (print): _____

Title: _____

Representing: _____

Dated this _____ day of _____, 20____. Subscribed and sworn to (or affirmed) before me this _____ day of _____, 20____.
 Notary Public: _____ My Commission Expires: _____

Fee Calculation Schedule
Pyrotechnics or Fireworks Permit Application

Pyrotechnics / Fireworks	\$50.00
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Total Permit Fees	\$
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Fire Prevention Division
Mitchell Department of Public Safety
201 West 1st Avenue
Mitchell, SD 57301

605-995-8400

The following steps are required to obtain a fireworks permit:

1. Contact the Public Safety Secretary at 605-995-8400 to be put on the Public Health & Safety Committee's meeting agenda. This committee meets once a month so it is very important to plan ahead and have your request added to the agenda in a timely manner prior to your event.

Complete information must be to the Public Safety Secretary one week prior to the City Council Meeting. Information must be received no later than the Monday (one week prior) to the Meeting.

2. You must complete your portion of the Fireworks Public Display Permit that will be sent to you prior to the placement of your request on the Agenda for the committee meeting. Please note that this form must be notarized and should be given to the Public Works Secretary:

- a copy of applicant's insurance certificate (certificate must be on file with Human Resources. The insurance certificate must have liability insurance of \$1,000,000 per occurrence and the City of Mitchell listed as additional insured);
- a map/drawing of the area where the fireworks will be shot off and the width perimeter requirements,
- \$50.00 permit fee made payable to the City of Mitchell.

This paperwork must be completed and filed with the Public Safety Secretary prior to being placed on the Committee Agenda for approval.

3. The Fire Marshal will review the permit when filed prior to the Committee Meeting. Once the City Council has approved the permit then paperwork is forwarded to the Mitchell Department of Public Safety for approval.
4. The Fire Marshal shall make the final determination of compliance with NFPA 1123 and local regulations. Failure to comply with these regulations will mean forfeiture of the permit for the display.
5. Once the permit is approved in committee it will be voted on by the full council later in the evening.
6. Once the Fire Marshal has signed off on the permit, a copy will be issued to the contact person listed on the permit. If a burn ban is enacted the fireworks permit may be withdrawn.
7. If your permit is denied, your \$50.00 fee will be returned to you.