



# Ocean City Fire Department

## Office of the Fire Marshal

301 Baltimore Ave, Ocean City, MD 21842

Phone: 410-289-8780 / Fax: 410-289-8767



### Permit Requirements and Application for Fireworks Display

Submit completed application via email: [OCFM@oceancitymd.gov](mailto:OCFM@oceancitymd.gov)

Or by mail: Office of the Fire Marshal, P.O. Box 158, Ocean City, MD 21843

Date of Proposed Display: \_\_\_\_\_ Time of Display: \_\_\_\_\_ Rain/Wind Date: \_\_\_\_\_

Address of Display Location: \_\_\_\_\_ Ocean City, MD

Applicant Name or Business Name: \_\_\_\_\_ Applicant Phone #: \_\_\_\_\_

Applicant/Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Applicant Email Address: \_\_\_\_\_

Name of Fireworks Company: \_\_\_\_\_

Fireworks Shooters Name: \_\_\_\_\_ Permit License #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name of Company Providing Insurance for Display: \_\_\_\_\_

**The following items MUST be included with the Permit Application at the time of submittal (a minimum of 30 days prior to display) for consideration. Failure to provide any of the required attachments will be cause for immediate rejection and return of application:**

✓ **Please check to indicate each item is included in the Application**

1. Completed Town of Ocean City Fireworks Display Permit Application
2. Completed State of Maryland Application for Public Fireworks Display
3. Check/money order in the amount of \$250.00 dollars made payable to: *Mayor and City Council of Ocean City.*
4. Certificate of Insurance (*Proof of Insurance*) to name: **Mayor & City Council of the Town of Ocean City as additional insured**  
Coverage shall be primary, non-contributory and without regard to the named insured's fault or lack thereof.
  - a. Requested coverage: \$1,000,000 per occurrence/\$2,000,000 General Aggregate
  - b. Thirty (30) day cancellation clause
5. Front/back copy of the Maryland State shooters license.
6. Front/back copy of the driver's license w/ appropriate endorsements for the person transporting the fireworks to the display site.
7. Signed confirmation letters for related agencies, as required:
  - a. Federal Aviation Administration (FAA)
  - b. United States Coast Guard (USCG) Marine Events Permit



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8. Detailed pyrotechnics product information:
  - a. Shell/cake count & description of effects
  - b. Emergency Information & Material Safety Data Sheets
  - c. Removal and/or disposal procedure
9. Detailed site diagram of the fireworks display site layout, including:
  - a. Length and depth of area needed at each site for mortars, racks.
  - b. Minimum setback distances required at each site for the public (100' per 1" minimum).
  - c. Type/location of protection for mortar launch areas.
  - d. Type/location of electronic firing device.
  - e. If shooting from a barge: size of the barge/platform, mortar/rack location, size/location of safety shelter, where applicable
10. Detailed operational plan and schedule, to include date/times and descriptions for:
  - a. Approved product transportation route via shortest distance within the city (Google Maps, etc.)
  - b. Product arrival time to site/offload of product within safety perimeter
  - c. Land/water perimeter security and crowd control setup and display (applicant/sponsor is responsible)
  - d. Setup, loading, test shot
  - e. Site cleanup
  - f. Cancellation policy in the event of inclement weather

*Note: The issuance of the permit is based upon the information contained in this application only, and does not cover unsatisfactory conditions resulting from errors, omissions or failure to clearly indicate conditions. Any change(s) to the application MUST be submitted to the Office of the Fire Marshal for review.*

**By signing below:**

*I hereby certify that I have read and understand the conditions and requirements for having this permit, have included all necessary information noted above, and agree to comply with the conditions and requirements.*

*I understand that failure to comply with any of the conditions of this permit will result in cancellation of this permit, possible denial of future permits, and monetary fines up to and including \$1000 per violation.*

Applicants Signature \_\_\_\_\_ Date \_\_\_\_\_

**For Official Use Only Below**

Application received \_\_\_\_\_ Permit application # \_\_\_\_\_

Deputy Fire Marshal Assigned \_\_\_\_\_ Contact Number \_\_\_\_\_

Reviewed and ready for invoicing \_\_\_\_\_ Applicant notified permit is ready for issuance \_\_\_\_\_



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**General Requirements for Fireworks Display Permit**

Applicants and operators are responsible for the set-up and operation of fireworks displays in accordance with applicable sections of NFPA 1123 *Code for Fireworks Display*, NFPA 1124 *Code for Manufacture, Transportation, and Storage of Fireworks and Pyrotechnic Articles*, and/or NFPA 1126 *Standard for the Use of Pyrotechnics Before a Proximate Audience*. Copies are available from the Fire Marshal's Office upon request.

The requirements listed below provide clarification/amendment to the noted NFPA requirements.

**Transportation, Delivery, Setup**

1. The applicant shall be responsible for having all required permits for the fireworks display (*FAA, Maryland State Fire Marshal's Office, United States Coast Guard, Maryland Natural Resources Police, etc.*). All required permits and confirmation letters shall be submitted with the fireworks display application, maintained onsite and made available upon request from the pre-designated fire official.
2. The Maryland Licensed Pyrotechnician (operator) shall submit a designated travel route for any vehicle transporting fireworks into and within the Town of Ocean City. The operator shall be responsible for notification to Fire Marshal or his designee (via telephone) of arrival and/or departure to the Town and specific display site of any and all fireworks. There shall be no deviation from this route without prior approval from the Fire Marshal.
3. Permit does not authorize any overnight storage of explosives/fireworks within the Town of Ocean City unless specifically approved by the Fire Marshal.
4. Fireworks shall not be removed or otherwise transferred from the delivery vehicle until the vehicle is within the approved safety perimeter and security is in place and verified by the Fire Marshal.
5. Fireworks shall be attended at all times by a representative of the fireworks company and/or licensed operator. Only approved fireworks personnel, Fire Marshal Staff, and public safety personnel shall be allowed within the safety perimeter after fireworks product is onsite.
6. All shells shall be properly labeled in order that they can be inventoried prior to the firing of the display. Parachute flare-type fireworks are prohibited.
7. No smoking or other open flame devices shall be allowed within 50 feet of any area where fireworks or other pyrotechnic materials are present (including offload, setup, display site, or vehicle).
8. Display site/safety perimeter will be of sufficient size to provide a minimum separation distance of 100 feet per inch aerial shell size between mortars and spectator viewing areas, tents, dwellings, buildings, structures, unauthorized vehicles/watercraft, or readily-combustible materials. Larger separation distances may be required based on the manufacturer's recommendations of the specific display product.
9. Ground displays shall be located at a minimum distance of 100 feet from a spectator viewing area, any tents, and combustible materials. Poles for ground display pieces shall be securely placed and firmly braced in order they will not fall over during functioning of the firework device.
10. The operator shall provide two (2) fire extinguishers at the display site. Each fire extinguisher shall be Listed Chemical Fire Extinguisher having a minimum classification of 4A-40BC with current inspection tag.



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11. Barges / Floating platforms shall be sized in accordance with NFPA 1123. Applicant/operator shall provide calculations to the fire official to ensure adequate sizing as part of permit submittal.

**Fireworks Personnel**

12. Setup and display shall be conducted by a minimum of three (3) experienced personnel:
- Maryland Licensed Pyrotechnician/Operator (current/valid), at least 21 years of age.
  - Two experienced assistants, at least 18 years of age.
13. All fireworks personnel within the display site shall be 18 years of age and trained in the proper performance of their assigned tasks and knowledgeable of safety hazards. The operator is responsible for, and shall provide documentation that all assistants have been provided with training on fireworks safety and setup tasks. Failure to provide documentation to the Fire Marshal upon request may result in untrained personnel being removed from the display site.
14. The names of all the licensed operators, all assistants, and associated training documentation shall be provided in writing to the fire official at least 24 hours prior to the display date for approval. Entry and operation within the safety perimeter for setup and display site will be restricted to only those names listed and approved. During the firing of the display, only the fireworks shooter and necessary assistants shall be present within the safety perimeter.
15. During the firing of the display, all personnel in the discharge site shall wear the following:
- Head protection
  - Eye protection
  - Hearing protection
  - Foot protection
  - Cotton, wool, or similarly flame-resistant, long-sleeved, long-legged clothing
16. Operators shall furnish sufficient, trained personnel for cleanup and policing of each display area after the displays have been fired. Said personnel shall remove all trash, wire, racks, wooden framework, sets, lumber, and refill holes in the sand, etc. Unexploded fireworks shall be disposed of in accordance with the pre-approved disposal procedure and manufacturer's recommendation.
17. No person shall be allowed in the display site while under the influence of alcohol, narcotics, or medication that could adversely affect judgment, mobility, or stability.

**Fireworks Display Operation**

18. All fire protection for the display site shall be in place as pre-determined by the Fire Marshal prior to the test shot and throughout the display.
19. The sponsor/operator is responsible for providing sufficient monitors outside the perimeter of the display site whose sole duty shall be the enforcement of crowd control. Monitors shall be located around the display area, the loading site and offloading site, and at other locations as pre-determined by the Fire Marshal and the operator, to prevent spectators or unauthorized persons from entering the display site. Where required by the Fire Marshal, approved delineators or physical crowd barriers shall be used to aid crowd control.



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20. Whenever, in the opinion of the Fire Marshal or the operator, that adverse weather, security, or other conditions exist that could affect safety, the fireworks display shall be postponed until the condition is corrected.
21. All fireworks shall be electronically fired. Manual initiation of unfired/misfired shells MAY only be permitted as part of the pre-approved disposal plan in coordination with the onsite fire official.
22. The operator shall review the approved disposal plan/procedure with the onsite Fire Marshal prior to the fireworks display to review the proper disposal of any unfired/misfired shell(s).
23. A shell of the largest size shall be fired 5 minutes prior to the scheduled fireworks display to observe and evaluate trajectory and wind effect, to ensure shell functions over the fallout area and any dangerous debris or unexploded shells will land in the fallout area.
24. Following the conclusion of the display, personnel will NOT be permitted within 50 feet of mortars or potential unexploded shells until a minimum 30-minute wait time has been observed. After the observed wait time, it is the responsibility of the operator to inspect the mortars and fallout area to identify any unfired/misfired/unexploded aerial shells or other pyrotechnic product. When located, the operator SHALL notify the Fire Marshal and coordinate the proper disposal of any and all misfired shell(s) that remain, in accordance with the pre-approved disposal procedure.