



FIRE PROTECTION BUREAU
LICENSING AND CERTIFICATION PROGRAMS
PO Box 42642
Olympia WA 98504-2642
(360) 596-3914 FAX: (360) 596-3934



REVISED CODE OF WASHINGTON 70.77 THE FIREWORKS LAW

APPLYING FOR AN INDIVIDUAL FIREWORKS RETAILER LICENSE

THIS LICENSE WILL ONLY BE VALID FOR THE OPERATION OF A CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY WITHIN THE STATE OF WASHINGTON. IT CANNOT BE USED FOR ANY OTHER PURPOSE AND EACH INDIVIDUAL RETAIL SALES LOCATION REQUIRES ITS OWN FIREWORKS RETAILER LICENSE.

PLEASE READ ALL ASSOCIATED INSTRUCTIONS



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This document is used ONLY to apply for a Fireworks Retailer License to operate a Consumer Fireworks Retail Sales (CFRS) Facility within the state of Washington. To obtain this license you will need to:

- 1) READ ALL OF THESE INSTRUCTIONS AND THE PROVIDED PROVISIONS COMPLETELY AND RETAIN BOTH FOR FUTURE REFERENCE.
- 2) Print legibly, complete electronically, or have it typed. Illegible or incomplete applications will not be accepted or processed.
- 3) Answer each line of this application leaving nothing blank. Where a null or negative response is appropriate, use "NO," "NOT AVAILABLE," "DOES NOT APPLY," or other clarifying statements.
- 4) Completely fill out one application for each license you wish to be issued. Please note, each single Fireworks Retailer License is only valid for a single CFRS Facility in a single location.
- 5) Clearly identify the Fireworks Retailer Licensee – this is the name that will appear on the license and the person/organization legally responsible for the license.
- 6) List everyone who will be supplying fireworks product to your CFRS Facility in the application.
- 7) The county, location address, and person operating the stand MUST be identified in this application. Any changes to this information must be reported before using the license. Updated licenses are issued at no cost so contact us about reissuance as soon as the change occurs.
- 8) ALL applications for a Fireworks Retailer License MUST be signed by the applicant. If applied for by a partnership, then it must be signed by each partner with one (1) member as the applicant. When applied for by a corporation, the application must include the signature of a corporate officer and bear the seal of the corporation. Include additional pages, if necessary, for signatures and seals.
- 9) The licensing fee for a Fireworks Retailer License is forty dollars (\$40.00). Include a single check or money order written to the Washington State Patrol Fire Protection Bureau (WSP FPB) covering the total number of license applications you submit. **DO NOT SEND CASH.**
- 10) The licensing application windows are January 1 to May 1 and August 1 to November 1. A valid post mark is acceptable, but anything received at any other time will be rejected. NO EXCEPTIONS.
- 11) Only return pages marked "MUST RETURN AS PART OF THE APPLICATION."
- 12) If the number of applications received does not match the fees paid, everything will be returned.
- 13) Submit the completed licensing application(s), in its (their) entirety, with the required licensing fees to:

Normal Mailing Address

Fire Protection Bureau
PO Box 42642
Olympia, WA 98504-2642

Physical Delivery Address

General Administration Building
Fire Protection Bureau
210 11th Avenue SW
Olympia, WA 98501

- 14) All valid applications are issued a license within fifteen (15) working days of receipt. This "clock" does not start until the application is completed, including any corrections required from the applicant. After ten (10) working days of inactivity, incomplete/invalid applications are returned and the fees refunded.

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Provisions for a Fireworks Retailer Licensee Running a CFRS Facility

- A. ANYONE issued a Fireworks Retailer License is obligated to comply with [Revised Code of Washington \(RCW\) 70.77](#), [Washington Administrative Code \(WAC\) 212-17](#), and any and all local ordinances for the jurisdiction where you will operate your CFRS Facility. Also note your CFRS Facility MUST meet the requirements found within WAC 212-17.
- B. Operating a CFRS Facility within the state of Washington requires a Fireworks Retailer License from the State Fire Marshal AND a permit from the local fire code authority. NO EXCEPTIONS.
- C. Securing a Fireworks Retailer License does not guarantee a local permit. Be sure the jurisdiction for your CFRS Facility allows fireworks sales and what their permitting deadlines are before applying for this license.
- D. This license is only valid for retail sales of state legal consumer fireworks at a single CFRS Facility at a single location during the legally designated sales seasons. It will not be issued for any other reason and does not allow for any other use.
- E. All records concerning the use of this license, including all sales and purchases, are subject to review. Keep all records associated with the operation of your CFRS Facility for at least three (3) years.
- F. Every Fireworks Retailer License is comprised of three sections. One is posted in your CFRS Facility, the second portion goes to your fireworks supplier (a licensed wholesaler), and the third and final piece goes to the local fire code authority in their permit application process. Each part is clearly labeled and you are responsible for separating these pieces cleanly and correctly.
- G. Only a licensed fireworks wholesaler can supply your stand and they require the individualized wholesaler license portion to do so. When using multiple wholesalers, we will provide the additional portions at no cost.
- H. Only State Legal Consumer Fireworks and holiday-related incidental items can be sold within a licensed CFRS Facility and the list of State Legal Consumer Fireworks must be posted conspicuously.
- I. Though non-transferrable, report any changes to the licensing information, such as location or supplier, to the office immediately. Depending on the change, the license may need to be returned and reissued.
- J. The Independence Day Sales Season legally opens between June 28 and July 5. However, the actual consumer fireworks sales window can be restricted by local ordinance, so always verify the exact dates and times sales are allowed where you wish to operate your CFRS Facility.
- K. The law opens the New Year's Sales Season between December 27 and December 31. However, the actual sales window may be restricted or even banned by local ordinance. Verify the exact dates and times sales are allowed where you wish to operate your CFRS Facility.
- L. The application window for an Annual Sales License is January 1 through May 1 and is valid for both the Independence Day Sales Season and the New Year's Day Sales Season.
- M. The application window for a New Year's Sales Season Only License is August 1 through November 1.
- N. When applying for a license, a valid post mark will be accepted in meeting these deadlines. However, **DO NOT** count on the post mark alone. There is no exception to these application deadlines allowed by law.
- O. Any deadline for a local permit is a local issue and independent of the statutorily mandated licensing application deadlines. Always be sure what you are applying for, with whom, and what their deadline is.

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Date Received

FIREWORKS RETAILER LICENSING APPLICATION

This form is used to apply for a single Fireworks Retailer License that will allow for the operation of a single CFRS Facility within the State of Washington.

A single (1) Fireworks Retailers License costs forty dollars (\$40.00). Include a single application for each license you desire (one per each CFRS facility/stand) with a single check or money order covering them all made out to the Washington State Patrol Fire Protection Bureau (WSP FPB). **DO NOT SEND CASH.**

All applications **MUST BE RECEIVED BY NO LATER THAN** May 1 for annual sales or November 1 for the New Year's sales season. Post mark will suffice, but **do not** count on the mark alone – there are no exceptions allowed by law.

Licensee Data

This is who the license will be issued to, normally a person. If the licensee is an entity, such as a non-profit organization, then the member who signs as the applicant must be listed as an organizational member.

Fireworks Retailer Licensee – The name of the person or organization being licensed.

Business/Trade Name for Licensee (if different)

Business UBI Number

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Business Phone Number

Name and Title of Person Completing This Form

E-Mail Address

Mailing Address (Complete Including Street, City, State, ZIP Code, and do not use building names)

Street Address (Complete Including Street, City, State, ZIP Code, and do not use building names)

CFRS Facility Operational Data

In this section you will provide the specific information used to actually generate and track the license issued.

County for CFRS Facility

Physical Address (Complete Including Street, City, and ZIP Code)

Person Operating CFRS Facility

Phone Number

E-Mail Address

List Below the Complete Name for Each Wholesaler That Will Supply Your CFRS Facility Fireworks:

Licensing Agreement

I, the undersigned, hereby declare under penalties of perjury and/or revocation that I am the applicant or authorized representative of the applicant and attest that all information provided herein is complete, correct, and true to the best of my ability. I have thoroughly read the instructions and provisions of this application, understand them, and as a Fireworks Retailer Licensee will abide by and obey the laws and rules governing this license and the provisions of the local jurisdiction who issues my CFRS Facility's operational permit.

Signature of Applicant/Authorized Representative

Printed Name and Title of Signatory

Date of Signature

Signature of Partner or Corporate Officer

Printed Name and Title of Signatory

Date of Signature