Orange County Fire Rescue Department
Office of the Fire Marshal – 7079 University Blvd. Winter Park, FL 32792
Phone: 407-836-0004 - Fax: 407-836-8310

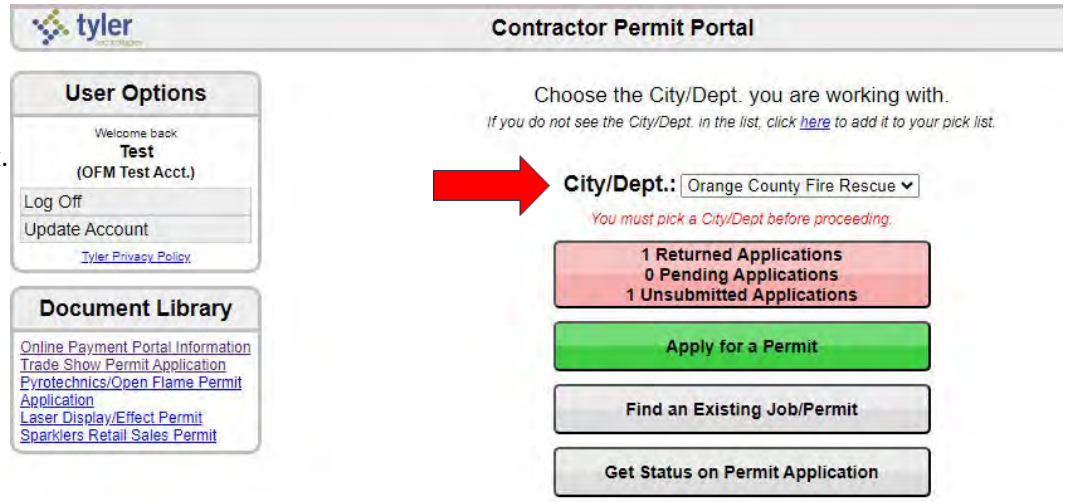
Pyrotechnics/Open Flame Permit Application Process

With the recent upgrade to our Mobile Eyes system we would like to direct all Pyrotechnics/Open Flame permit applicants to create an account and upload their application and plans through the Contractor Permit Portal. The permit application, fee schedule and information for our online payment portal are available in the documents library for your use and below is the direct link where you can create an account.

http://www.mobile-eyes.com/PA_index.asp

STEP 1:

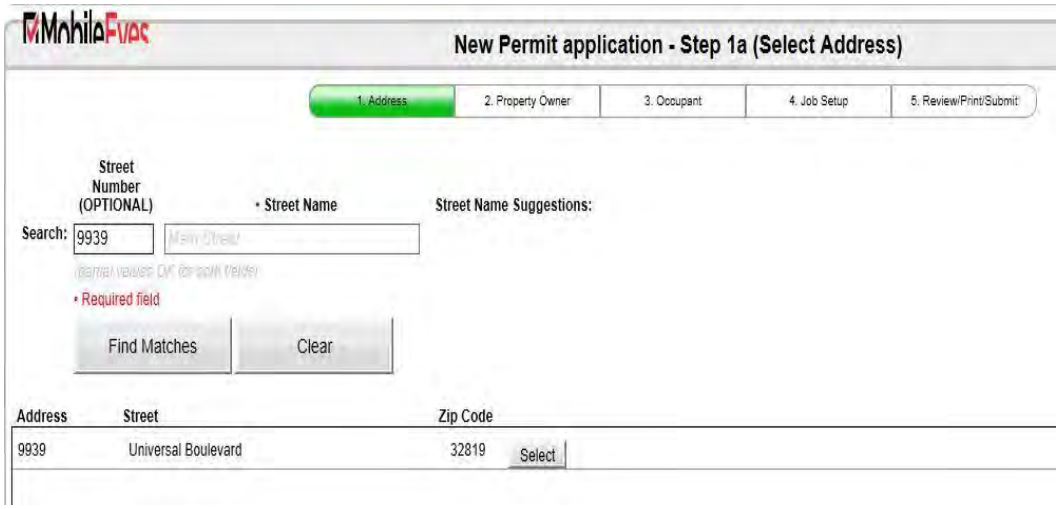
You must select Orange County Fire Rescue in the City/Dept: drop down box.



STEP 2:

Once you click on

(Apply for a Permit) search for the address of the location <u>where the display will be held:</u> (LESS IS MORE WITH THIS PROGRAM: Start with just the numerical part of the address)

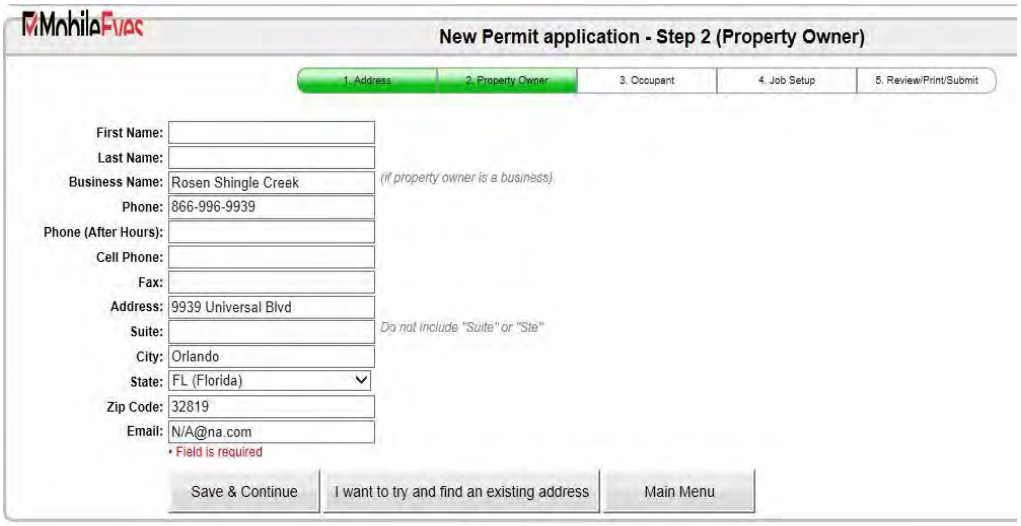


Orange County Fire Rescue Department
Office of the Fire Marshal – 7079 University Blvd. Winter Park, FL 32792
Phone: 407-836-0004 - Fax: 407-836-8310

STEP 3:

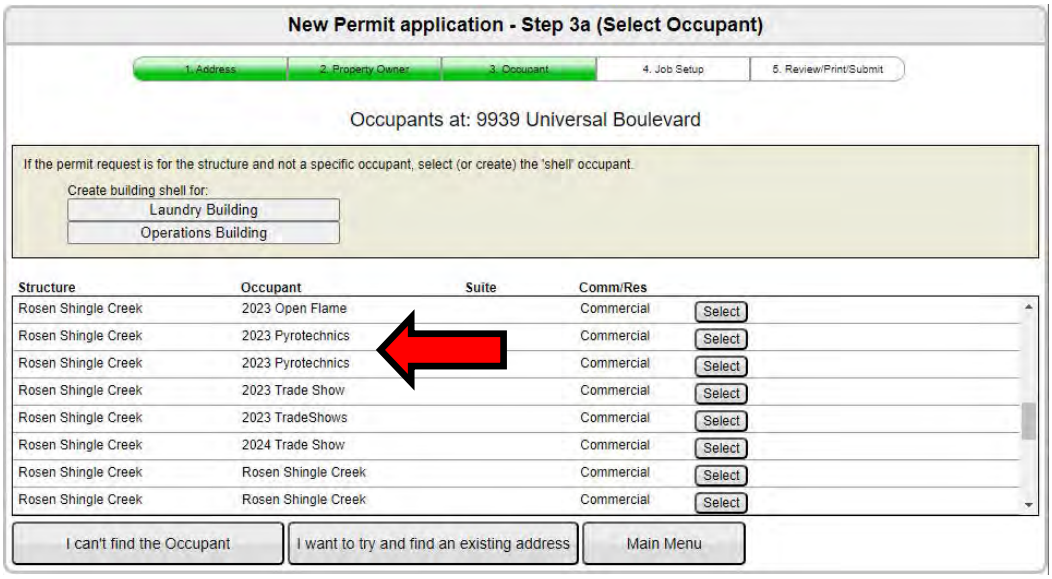
NO NEED TO UPDATE THE PROPERTY OWNER INFO

- Just click Save & Continue



STEP 4:

Please be sure to select from the **EXISTING** Occupant List
the correct occupant will be based on your
Event type and year:
(Example: 2025 Pyrotechnics)



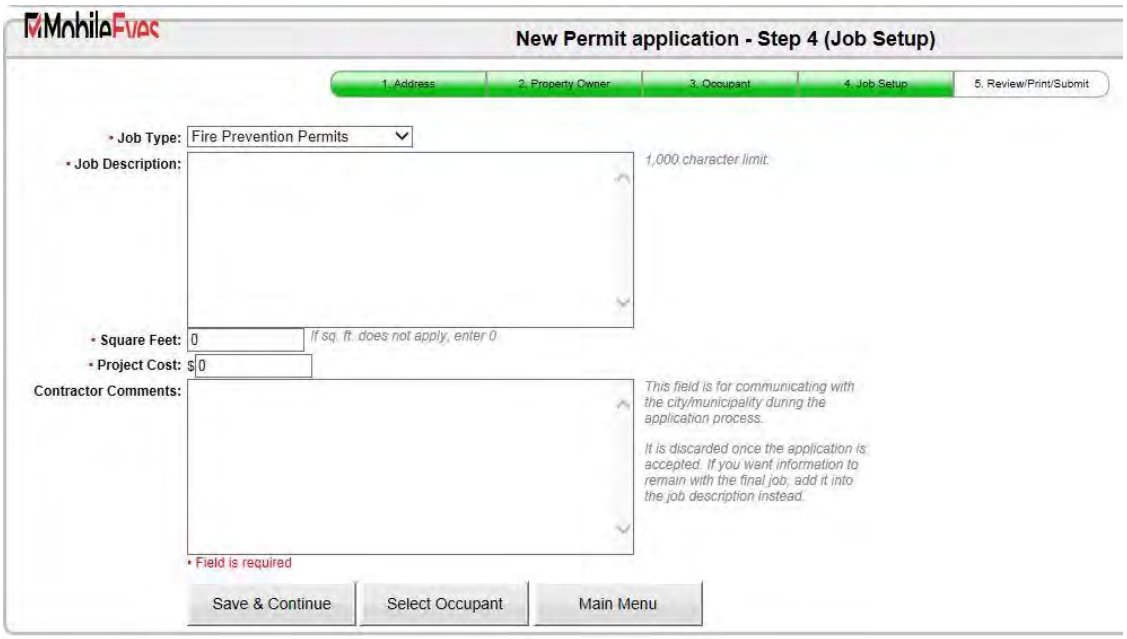
STEP 5:

When the pop up box ask Does… 2025 Pyrotechnics …still occupy this space/suite?

CLICK **YES**

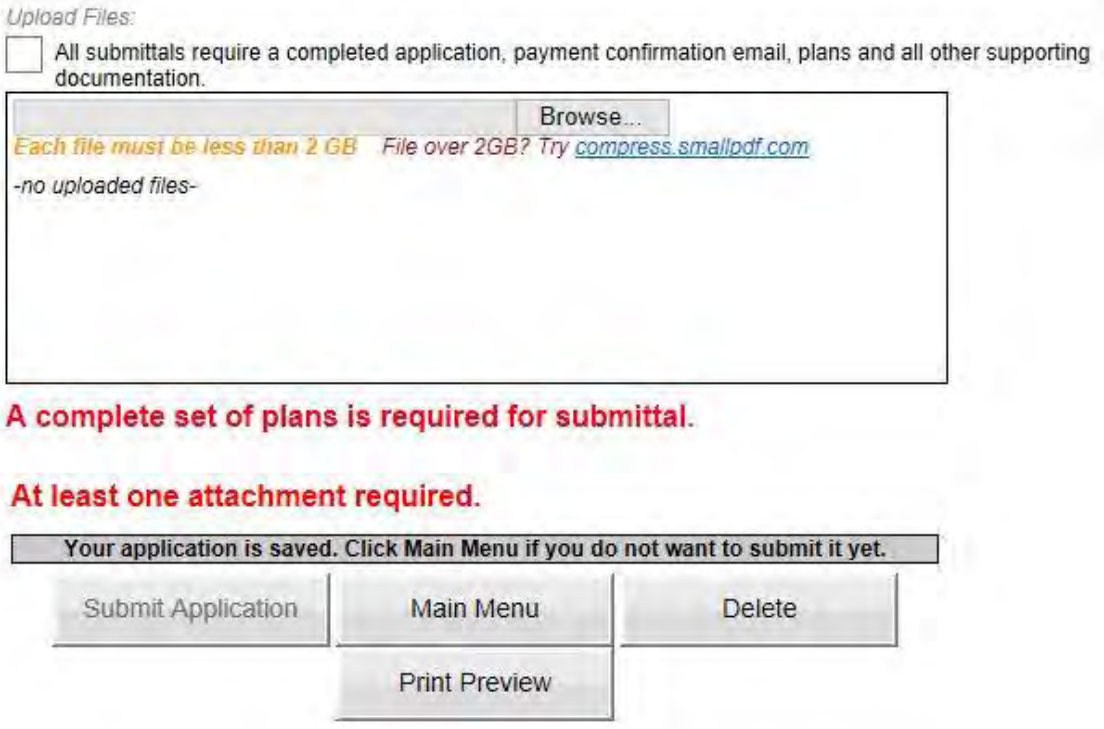
STEP 6:

Job Type: will be Fire Prevention Permits
Job Description: Enter the Event name as well as the date and time of the Event
Square Feet: 0 (Zero)
Project Cost: 0 (Zero)



STEP 7:

Upload:
- Completed Application
- Payment confirmation email
- Plans
- Any other supporting documents.



ORANGE COUNTY FIRE RESCUE DEPARTMENT
OFFICE OF THE FIRE MARSHAL – 7079 University Blvd. Winter Park, Florida 32792
Office: (407) 836-0004 Fax: (407) 836-8310

Date: _____ **Fire Dept. Permit #:** _____
(Fire Dept. Office Use Only)

Permit Application for Indoor/Outdoor Display

Permit Fee of $405.00 for Aerial Fireworks/Pyrotechnics/Flame Effect* is not refundable)
(Permit Fee of $114.00 Open Flame is not refundable)
Includes permit, permit review, and inspection when set-up. Hourly fire-watch and stand-by fees are in addition and are charged 1 hour prior to the shoot time, until 1 hour after the final shot, with a four hour minimum.
(Applicant Shall Provide a Sets of Plans [Include Site and/or Floor Plans] and Product Submittal Data Sheets With This Application)
Applications must be submitted 21 days prior to the show or an Expedited Plans Review fee of $284.00 will be charged.

Type of Display (check one)			
Aerial Fireworks ☐	Pyrotechnics ☐	Flame Effects ☐	Open Flame ☐

Show Name:	
Show Address:	
Ceiling Height:	**Total square feet of clear area around discharge site:**

Business Name:	
Business Email:	
Business Address:	
Telephone #:	**Fax #:**

Operator's Name:	
Permanent Address:	
Telephone #:	**Fax #:**
Driver's License #:	
Age:	**Date of Birth:**
Federal License #:	
Bond/Certificate of Insurance in the amount of:	

Starting Date:	**Ending Date:**
(PER AUTHORITY HAVING JURISDICTION)	

Amount of explosives to be discharged per show:
Explosives to be used (Diameter of Mortars if Used):
(Note: if the display is within a building only the amount of explosives to be used in one show shall be allowed inside the building at any given time. Additional amounts shall be stored in accordance with criteria set forth by The State Fire Marshal's Rules And Regulations.)

Conditions of Permit

1. **The applicant shall have a site inspection and approval by the Orange County Fire Rescue Department prior to conducting a event.**

2. **The applicant shall comply with all applicable requirements of the Florida Statutes, the State Fire Marshal's Rules and Regulations, the Florida Fire Prevention Code, and all other applicable codes and standards.**

3. **The authority having jurisdiction shall require standby fire personnel when potentially hazardous conditions exist, due to the type of performance, display, exhibit, or activity, or the number of persons present (FFPC 3-10.3). The number of personnel and fire department apparatus shall be determined by the Fire Marshal after review of the specifics of the event.**

I hereby certify that I have read this application and that all information contained herein is true and correct to the best of my knowledge. I agree to comply with all state statues, county ordinances, federal, state, and local regulations. I certify that I am authorized by the organization named herein to act as its agent for the herein-described activity. I and the organization on whose behalf I make this application, hereby represent, stipulate, contract, and agree that we jointly and severally indemnify and hold the County harmless against all liability, including court costs and attorney fees, for any and all claims for damage to property, or injury to or death of persons arising out of or resulting from issuance of the permit or the conduct or the activity of which it was issued for and the actions or failure to act on the part of the applicant's representatives, employees, agents, servants, assignees, invites, or any persons connected to the applicant.

Notice: **The name of the person signing, along with their title, is to be typed immediately below the signature line.**
Signature:
Name (Printed or Typed):
Title (Printed or Typed):

Office of the Fire Marshal Use Only

Clearances: (May be obtained by phone)

Fire Department: ☐ **Approved** ☐ **Disapproved**

Services Required By The Office of The Fire Marshal					
# Of Personnel		**Equipment**	**Hours**	**Rate**	**Cost**
Totals:					

Fire Official's Representative:	**Date:**
Reviewer's Comments:	

Orange County Fire Rescue Department

Checklist for Indoor/Outdoor Display

(Ariel Fireworks, Pyrotechnics, Flame Effects, Open Flame)

Office of the Fire Marshal - 7079 University Blvd. Winter Park, FL 32792

Phone: 407-836-0004 Fax: 407-836-8310

- ❑ Fire watch request letter on Venue's Letterhead (must include brush truck request if needed).
- ❑ Planning and use coordinated with the venue manager, owner, or homeowners association.
- ❑ Name of the person, group, or organization sponsoring the production.
- ❑ Evidence of the permit applicant insurance carrier or financial responsibility.
- ❑ Provide a descriptive narrative of the event, complete with show times.
- ❑ Provide a detailed site plan showing: Fallouts, Audience & Product Location.
- ❑ Determine that measures are established to provide crowd management, security, fire protection, and other emergency services.
- ❑ Provide Material Data Safety Sheet (MSDS), and Flame Certificates for all drapery.
- ❑ Pyrotechnics Only: Qualifications and identification of pyrotechnics operator and assistants.
- ❑ If this event is taking place indoors, a Trade Show/Convention permit is also required.

Permit Fee of $405 for Aerial Fireworks/Pyrotechnics/Flame Effect* is not refundable.
Permit Fee of $114 Open Flame is not refundable.

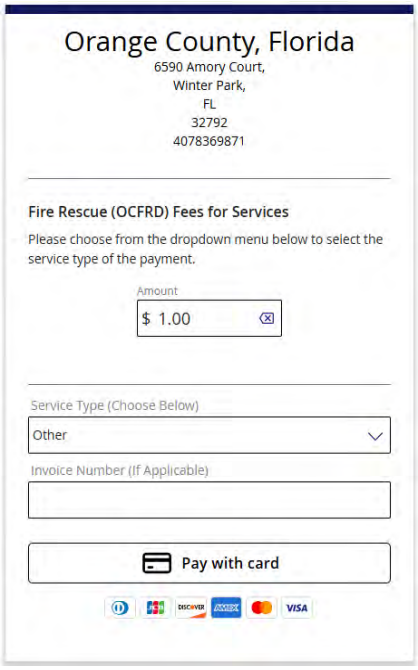
**Includes permit, permit review, and inspection when set-up. Hourly fire-watch and stand-by fees are in addition and are charged 1 hour prior to the shoot time, until 1 hour after the final shot, with a four hour minimum. Applications must be submitted 21 days prior to the shoot or an expedited plans review fee of $284 will be charged.*

***THESE ARE THE MINIMUM REQUIREMENTS FOR PERMIT SUBMITTAL. ADDITIONAL INFORMATION MAY BE REQUIRED UPON PERMIT REVIEW!**

Now Available

Orange County Fire Rescue Online Payments!

Below is the website for our new Payment Portal for all payments. Please submit the **email confirmation** of payment along with your permit application.



For your convenience you can make your secure payment

ONLINE using a credit card or funds withdrawn directly

from your bank account (ACH).

https://ebc2.cybersource.com/ebc2/payByLink/pay/AAZ88QPJs0eXTdmi1byy0KOAnud2y5lludGIWiYwiFYVOWAROyX02zP6nEssGGXS