



**TOWN OF CORTLANDVILLE  
TOWN CLERK'S OFFICE  
RAYMOND G. THORPE MUNICIPAL BUILDING  
3577 TERRACE ROAD  
CORTLAND, NEW YORK 13045**

**APPLICATION FOR PERMIT FOR PUBLIC DISPLAY OF FIREWORKS PURSUANT  
TO SECTION 405.00 OF THE PENAL LAW OF THE STATE OF NEW YORK**

*All applications for permits for the display of fireworks shall be made at least five days in advance of the date of the display.*

1. Name of Applicant sponsoring the display \_\_\_\_\_  
Address of Applicant sponsoring the display \_\_\_\_\_  
Phone number of Applicant sponsoring the display \_\_\_\_\_
2. Applicant is a(n): Corporation \_\_\_\_\_  
Partnership \_\_\_\_\_  
Individual \_\_\_\_\_  
Other (explain) \_\_\_\_\_
3. If applicant is a partnership or corporation, attach a copy of the articles of incorporation.
4. List on a separate sheet the names and addresses of all members/officers who will be directly in charge of the proposed display.
5. The date and time of day which the display is to be held is:
  - a. Date \_\_\_\_\_ or Rain Date \_\_\_\_\_
  - b. Day of the week \_\_\_\_\_ or Rain Date \_\_\_\_\_
  - c. Time display to start \_\_\_\_\_
  - d. Time display to end \_\_\_\_\_
  - e. Explain weather contingencies regarding rescheduling as to date and time.
6. Identify the exact location of all properties to be used directly, indirectly or incidental to the proposed display.
7. State the nature of applicants interest in the property identified in No. 6 and attach copies of all documents creating such interest.
8. Attach a statement, in affidavit form, detailing the program and plans of the display in its entirety, with particular emphasis on the information required to be disclosed pursuant to section 405.00 of the Penal Law of the State of New York.

9. Attach a copy of the current NYS Explosive License and NYS Pyrotechnic License of the person(s) in charge of the firing of the display, along with their phone numbers.

-OR-

- a. The names, addresses, telephone numbers, ages, experience and physical characteristics of the persons who are to do the actual discharging of the fireworks and who are actually in charge of the firing of the display.

Name \_\_\_\_\_

Permanent home address \_\_\_\_\_

Mailing address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Age \_\_\_\_\_

Experience \_\_\_\_\_

Eye color \_\_\_\_\_ Hair color \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Name \_\_\_\_\_

Permanent home address \_\_\_\_\_

Mailing address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Age \_\_\_\_\_

Experience \_\_\_\_\_

10. a. The number and kind of fireworks to be discharged.
- b. The manner and place of storage of such fireworks prior to the display.
11. Attach a diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the location of all buildings, highways and other lines of communication, the lines behind which the audience will be restrained and the location of all nearby trees, telegraph or telephone lines or other overhead obstructions, and the locations and descriptions of fire extinguishers.
12. a. Attach bond in the amount \$1,000,000.00 dollars each occurrence, property damage \$75,000.00 dollars, Medical (Any one person) \$5,000.00 dollars, Personal & Adv Injury \$1,000,000.00 dollars, and General Aggregate \$2,000,000.00 dollars; or an indemnity insurance policy with liability coverage and indemnity protection naming the Town of Cortlandville or a person or persons to property, by reason of the display so permitted and arising from any acts of the permittee, its agents, employees, contractors or subcontractors

which shall run to the Town of Cortlandville and shall be for the use and benefit of any person(s) or any owner(s) of any property so injured or damaged.

- b. Attach a copy of proof of Workers' Compensation coverage.
- c. Provide the name, address and telephone number of the insurance company that has issued the bond or indemnity insurance policy and Workers' Compensation.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

13. Certify whether the actual point at which the fireworks are to be fired: (circle)
- a. Shall be in accordance with the rules promulgated by the commissioner of labor pursuant to section four hundred sixty-two of the labor law. yes no
  - b. Shall comply with the separation distances in NFPA 1123 Table 5.1.3.1. yes no
14. Certify whether the audience at such display shall be restrained behind lines from the point at which the fireworks are discharged per distance guidelines in NFPA 1123. yes no
15. Certify that only persons in active charge of the display shall be allowed within the lines referenced to in No. 13. yes no
16. Certify that all fireworks that fire a projectile shall be so set up that:
- a. the projectile will be launched into the air in as near a vertical direction as possible. yes no
  - b. the fireworks are fired from the shore of a lake or other large body of water so that falling residue will fall into the lake or body of water. yes no
17. Certify that any fireworks that remain unfired after the display is concluded shall immediately be disposed of in a way safe for the particular type of fireworks remaining. yes no
18. Certify that no fireworks display shall be held during any conditions in which the wind reaches a velocity of more than 30 m.p.h. yes no
19. Certify that all persons in actual charge of firing the fireworks shall be:
- a. over the age of 18 years, yes no
  - b. competent, and yes no
  - c. physically fit for the task. yes no

20. Certify that there shall be at least two operators (qualified as referenced in No. 9) constantly on duty during the discharge. yes no
21. Certify that at least two approved type fire extinguishers shall be kept at as widely separated points as possible within the actual area of the display. yes no
22. Has the applicant been convicted of any crime, misdemeanor or violation of any municipal ordinance, the nature of the offense and the punishment or penalty assessed therefore? yes no
23. Attach a statement detailing proposed traffic control in the area within one (1) mile of the display.
24. **NOTE: All Applications for Permit for Public Display of Fireworks shall be approved by the Chief of the Fire Department, or designee, and the Cortland County Sheriff prior to decision of permit authority (see page 6).**
25. **NOTE: ALL PERMIT RECIPIENTS SHALL BE REQUIRED TO GIVE WRITTEN NOTICE TO ALL PROPERTY OWNERS WITHIN 500 FEET OF THE DISPLAY LOCATION UPON THE ISSUANCE OF A PERMIT HEREUNDER.**
26. **NOTE: NO PERMIT GRANTED AND ISSUED SHALL BE TRANSFERABLE.**
27. **APPLICANT AGREES TO HOLD THE TOWN OF CORTLANDVILLE, TOWN BOARD, TOWN CLERK, CORTLANDVILLE FIRE DISTRICT, THE BOARD OF FIRE COMMISSIONERS AND ITS OFFICERS, THE VILLAGE OF HOMER, THE HOMER FIRE DEPARTMENT AND ITS OFFICERS, AND THE CORTLAND COUNTY SHERIFF'S DEPARTMENT, HARMLESS AND FREE FROM ANY AND ALL DAMAGES AND CLAIMS ARISING UNDER OR BY VIRTUE OF SAID PERMIT, IF GRANTED.**

If Applicant is an Individual:

STATE OF NEW YORK :  
ss.:  
COUNTY OF \_\_\_\_\_:

I, \_\_\_\_\_, being duly sworn, deposes and says that [he/she] is the applicant for the above-described permit, that all statements contained herein are true to the best of [his/her] knowledge and belief, and that the business conducted will be done in the manner set forth in this application.

\_\_\_\_\_  
Signature of Applicant

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public, State of New York

If Applicant is a Partnership:

STATE OF NEW YORK :  
ss.:  
COUNTY OF \_\_\_\_\_:

I, \_\_\_\_\_, being duly sworn, deposes and says that [he/she] is one of the members of the firm of \_\_\_\_\_, the applicant for the above-described permit, and that all statements contained herein are true to the best of [his/her] knowledge and belief; that the business conducted will be done in the manner set forth in this application.

\_\_\_\_\_  
Signature of Applicant

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public, State of New York

If Applicant is a Corporation:\*

STATE OF NEW YORK :  
ss.:  
COUNTY OF \_\_\_\_\_:

I, \_\_\_\_\_, being duly sworn, deposes and says that [he/she] is the \_\_\_\_\_ of \_\_\_\_\_, the applicant for the above-described permit, and that all statements contained herein are true to the best of [his/her] knowledge and belief; that the business conducted will be done in the manner set forth in this application; and that [he/she] has signed this application by order of the directors of said corporation.

\_\_\_\_\_  
Signature of Applicant

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public, State of New York

\_\_\_\_\_  
Town Supervisor Date\_\_\_\_\_

\_\_\_\_\_  
Town Clerk Date\_\_\_\_\_

\_\_\_\_\_  
Cortland County Sheriff Date\_\_\_\_\_

\_\_\_\_\_  
Fire Chief Date\_\_\_\_\_

Approval \_\_\_\_\_

Denial \_\_\_\_\_

7/2020 KRP

\_\_\_\_\_  
\*In addition to the above, a sealed copy of resolution of the Board of Directors of the corporation, authorizing and directing the person who executed the agreement to act on behalf of the corporation for the purpose herein mentioned, shall be attached.



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**CHECKLIST FOR FIREWORK APPLICANTS:**

- ☐ Completed Application (received 5 days prior to event & signed by Fire Chief & Sheriff)
- ☐ State of New York Department of Labor License to Deal In Or Manufacture Explosives
- ☐ A copy of valid Pyrotechnician Certificate of Competence
- ☐ A copy of valid Pyrotechnician's Explosive License
- ☐ A copy of valid Pyrotechnician's Driver's License
- ☐ Department of the Treasury Bureau of Alcohol, Tobacco and Firearms Certificate
- ☐ A site plan showing the fireworks launching areas – proper distancing per NFPA 1123
- ☐ Letter of permission from property owner, if the property owner is not the same as applicant
- ☐ Has notice been given to property owners within 500 feet?
- ☐ Current Certificate of Insurance
- ☐ Current Certificate of Workers' Compensation Insurance