



PHILADELPHIA FIRE DEPARTMENT

Fire Code Unit

Fire Administration Building
240 Spring Garden Street
Philadelphia, PA 19123-2991

This application to be used for approval of Special Effects, Performances or Other Events Utilizing Open Flames.

NOTE: APPLICATIONS MUST BE SUBMITTED NO LATER THAN FIFTEEN (15) DAYS PRIOR TO DATE OF EFFECT OR FIRST PERFORMANCE.

APPLICATION FOR FLAME EFFECT APPROVAL

Sections F-308.2 (Approval required) and F-308.3.2 (Theatrical performances) of the Philadelphia Fire Code require Fire Department approval for activities involving open flame, fire and/or burning that occurs as part of any display, event, or performance including special effects for, theater, television, film or any other visual arts production.

PLEASE NOTE: YOU MAY ALSO BE REQUIRED TO OBTAIN APPROVAL FROM THE HEALTH DEPARTMENT - AIR MANAGEMENT SERVICES AND/OR AN OPERATIONAL PERMIT FROM THE DEPARTMENT OF LICENSES AND INSPECTIONS.

APPLICANT INFORMATION

PRODUCTION COMPANY INFORMATION

Company:
Address:
City: State: Zip:
Phone number:
Website:

OPERATOR - TECHNICIAN INFORMATION

Name:
Address:
City: State: Zip:
Phone number:
Email:

ON SITE CONTACT

Name: Cell Phone number:

EVENT INFORMATION

Name of event:
Location of event: (Street address or intersection)
Date(s) & Time(s) of event: Rain Date(s):
Set-Up Date/Time: Breakdown Date/Time: Rehearsal (Demonstration) Date/Time:

EVENT TYPE

- Theatrical Performance (Indoor)
Theatrical Performance (Outdoor)
Visual Arts Installation
Television, film or other recorded visual media production
Bonfire
Religious Ceremony
Other

YES NO Live Audience? If yes, expected attendance or maximum lawful occupancy of assembly area:

Description of Event or Effect:
[Blank lines for description]

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REQUIREMENTS

THE FOLLOWING ITEMS MUST BE SUBMITTED WITH THIS APPLICATION:

- Certificate of Liability Insurance showing General Liability in an amount no less than \$1,000,000 with the "City of Philadelphia" indicated as an Additionally Insured.
- Copy of the Operator's or Production Company's City of Philadelphia Business Privilege License.
- Operator's curriculum vitae that includes training, licenses, certifications and a list of recent relevant work.
- A completed PFD Pyrotechnician information form (for first time applicants).
- A copy of the Operator's state issued ID or Driver's License.
- A schedule indicating a definitive time when the effects will be used and rain dates.
- A list indicating the devices, products and the amounts being used.
- A site diagram showing the layout of the effect and/or scene and relationship to audience.
- A safety plan that indicates compliance with the provisions of the Philadelphia Fire Code and relevant National Fire Protection Association standards for the effect (eg: NFPA 140, 160, 1123 or 1126).
- Safety data sheets (SDS) or material safety data sheets (MSDS) for products used in the effect.
- A letter from the owner of the property granting permission to use the property to perform the effect being applied for.

SITE DIAGRAM

PLEASE ATTACH SEPARATE SITE DIAGRAM IF AREA ABOVE IS NOT SUFFICIENT.

I CERTIFY THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS CORRECT. I AGREE TO COMPLY WITH ALL CITY ORDINANCES AND STATE LAWS RELATING TO THIS ACTIVITY, AND HEREBY AUTHORIZE REPRESENTATIVES OF THE CITY TO ENTER UPON THE ABOVE-MENTIONED PROPERTY OR EVENT FOR INSPECTION PURPOSES. THIS PERMIT DOES NOT AUTHORIZE OR PERMIT ANY VIOLATION OR FAILURE TO COMPLY WITH ANY APPLICABLE LAW. I UNDERSTAND AND ACKNOWLEDGE THAT THE EVENT ORGANIZER IS SOLELY RESPONSIBLE FOR COSTS INCURRED FOR CITY SERVICES RENDERED FOR THE EVENT.

Applicant's Signature: _____ Date: _____

| FOR OFFICIAL USE | |
|------------------|------|
| RCV BY | DATE |
| ACTION | |

Please return the completed application to: Philadelphia Fire Department, Fire Code Unit, 240 Spring Garden Street, Philadelphia, PA 19123-2991