

PYROTECHNICS USE PERMIT APPLICATION REQUIREMENTS

In order to apply for a permit to use pyrotechnics in a theatre, the following is required:

1. A letter from the play's producers requesting the permit. This letter needs to state the company's name / address / and contact info, state the dates the permit is being requested for, state a brief description of the pyrotechnic effect being used, and state the theatre's name and address that the effect will be used at.
2. A letter from the theatre housing the play approving the producing company to use the effect in the theatre. This letter needs to be on company letterhead, state the effect approved, state the approved dates for the effect to be used, and be signed by a representative of the theatre.
3. A copy of either the theatre housing the play's liability insurance, or a copy of the play's producer's liability insurance.
4. A copy of the Certificate of Fitness holder's COFs that are required for the effect's use.
5. Copies of flame resistance certificates for all flammable materials that will be on stage while the effect is being used.

All documents should be submitted altogether by fax to:

Bureau of Fire Prevention
Explosives Unit,
9 Metro Tech Center,
Brooklyn
NY 11201-3857

Chief Inspector James Lauer

Fax# (718) 999-0706

Phone# (718) 999-1595

NOTE – You will be billed about \$250 for a permit. If you are a not-for-profit, simply mail a copy of your not-for-profit ID (NYS Tax-Exempt Certificate and IRS Determination Letter) back with the bill and the permit is free.