

# City of Caldwell

Caldwell City Clerk Department  
411 Blaine Street – P.O. Box 1179  
Caldwell, ID 83606  
(208) 455-4656  
E-mail: [cityclerk@cityofcaldwell.org](mailto:cityclerk@cityofcaldwell.org)



## APPLICATION FOR FIREWORKS PERMIT

Applications for a non-aerial common fireworks or a dangerous fireworks permit must be completed and returned it to the address for the Caldwell City Clerk as listed above.

**NOTE: Applicants desiring firework stands located outside the Caldwell City Limits should contact the Caldwell Fire Marshal (455-4701) before completing this application.**

Applications for a permit to sell non-aerial common fireworks at retail shall be filed with the Caldwell City Clerk on or before May 15<sup>th</sup> for the summer sales permit or November 15<sup>th</sup> for the winter sales permit.

Non-aerial common fireworks may only be sold within the summer sales period from 11:59 p.m. on June 22 to 12:01 a.m. on July 5 or the winter sales period from 11:59 p.m. on December 15 to 12:01 a.m. on January 1. **(See attached Caldwell City Code – Article 13, Section 08-13-09)**

Please note that you may access duplicate copies of this Firework Application packet on the City of Caldwell website located at: <http://www.cityofcaldwell.com> (City Clerk’s departmental document page).

<p><b>Name of applicant:</b> _____</p> <p>Address: _____</p> <p>City: _____ State: _____ Zip: _____</p> <p>Daytime Phone: _____ Cell: _____</p> <p><b>E-mail Address:</b> _____</p> <p>_____</p>
<p><b>Name of on-site manager:</b> _____</p> <p>Address: _____</p> <p>City: _____ State: _____ Zip: _____</p> <p>Daytime Phone: _____ Cell: _____</p> <p><b>E-mail Address:</b> _____</p>

**Items to be returned with this application:**

- Copy of "Proof of Insurance" coverage document.
- Letter of permission from property owner where the temporary stand will be located.
- Site plan to include booth location, traffic flow pattern (ingress and egress), closest fire hydrant, and proximity of closest residence to the site.
- Fireworks Storage Information with list of employees (must be completed) (Form 1)
- Acknowledgement of Receipt and reading of Ordinance No. 2853 (Form 1A)
- Application for Temporary Fireworks Stand Permit (Form 4)
- Check made payable to the City of Caldwell in the amount of \$130.00.**
- Copy of **applicant's** driver's license for purpose of the background check.

1. The purpose for which the applicant is primarily existing and for which it was organized: \_\_\_\_\_

2. The names and addresses of the officers, trustees and directors: (Please attach additional names and addresses on a separate sheet if more space is needed.)

(\*) Name: \_\_\_\_\_

Address/City/State \_\_\_\_\_

(\*) Name: \_\_\_\_\_

Address/City/State \_\_\_\_\_

3. Address of location where fireworks stand or display will be located:

(Note: The applicant must submit evidence of consent by the owner of said location and a site plan indicating specifications as listed on page one (1) of this document)

\_\_\_\_\_

\_\_\_\_\_

4. When and where the applicant's firm or organization was organized and established, or if a natural person, the applicant's age: \_\_\_\_\_

5. The location of the applicant's principal and permanent meeting place or principal place of business:

\_\_\_\_\_

6. The applicant's State Sales Tax Permit number: \_\_\_\_\_

7. If the applicant is an entity other than sole proprietorship, the name and general description of the business activities of each parent or subsidiary company, business or entity, and a general description of the ownership organization of each parent or subsidiary, if applicable:

\_\_\_\_\_

**SIGNATURE**

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

\_\_\_\_\_  
Printed Name

**Must to be signed before a Notary Public**

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20

\_\_\_\_\_  
Notary Public of Idaho

Residing at \_\_\_\_\_  
Expires \_\_\_\_\_

**OFFICE USE ONLY**

**City Clerk Check List for Firework Permit Applications**

Date Received: \_\_\_\_\_ Amount Paid: \_\_\_\_\_

City Clerk App. \_\_\_\_\_ Proof of Insurance: \_\_\_\_\_

Permission to sell at location: \_\_\_\_\_ Fire Dept. App. \_\_\_\_\_

Listing of names & numbers for background check (Form 1) \_\_\_\_\_

Acknowledgement of receipt & reading of Fireworks Ordinance (Form 1A) \_\_\_\_\_

Permit to Operate (Form 4) \_\_\_\_\_

Site Plan: \_\_\_\_\_

Submitted copy to Fire Department: \_\_\_\_\_

Information added to City Clerk's Spreadsheet: \_\_\_\_\_

Permit to Operate Issued: \_\_\_\_\_

**Approved By**

Building Official: \_\_\_\_\_ Date: \_\_\_\_\_

Planning Director: \_\_\_\_\_ Date: \_\_\_\_\_

Police Chief: \_\_\_\_\_ Date: \_\_\_\_\_

Fire Department: \_\_\_\_\_ Date: \_\_\_\_\_

City Clerk: \_\_\_\_\_ Date: \_\_\_\_\_