



FIRE PROTECTION BUREAU  
EDUCATION, ENFORCEMENT, AND ANALYTICS SECTION  
PO Box 42642  
Olympia WA 98504-2642  
(360) 596-3946 FAX: (360) 596-3934  
Fireworks@wsp.wa.gov



# REVISED CODE OF WASHINGTON 70.77 THE FIREWORKS LAW

## **LICENSED WHOLESALER APPLYING FOR FIREWORKS RETAILER LICENSES**

EACH LICENSE WILL ONLY BE VALID FOR THE OPERATION OF A SINGLE CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY WITHIN THE STATE OF WASHINGTON. THEY CANNOT BE USED FOR ANY OTHER PURPOSE AND EACH INDIVIDUAL RETAIL SALES LOCATION REQUIRES ITS OWN FIREWORKS RETAILER LICENSE.

**PLEASE READ ALL ASSOCIATED INSTRUCTIONS**



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This document is used ONLY by currently Licensed Fireworks Wholesalers applying for Fireworks Retailer Licenses in order to operate Consumer Fireworks Retail Sales (CFRS) Facilities within the state of Washington. To obtain this license, you will need to:

- 1) READ ALL OF THESE INSTRUCTIONS AND THE PROVIDED PROVISIONS COMPLETELY AND RETAIN ALL FOR FUTURE REFERENCE.
- 2) Be currently licensed as a Fireworks Wholesaler per [Revised Code of Washington \(RCW\) 70.77](#).
- 3) Print legibly, complete electronically, or have it typed. Illegible or incomplete applications will not be accepted or processed.
- 4) Answer each line of this application leaving nothing blank. Where a null or negative response is appropriate, use "NO," "NOT AVAILABLE," "DOES NOT APPLY," or other clarifying statements.
- 5) Indicate how many licenses you wish to purchase and for which counties specifically. Be sure to total this number at the bottom of the form to accurately calculate the amount that must be included to cover the licensing fees as prescribed by law.

*Example: Two (2) licenses in Thurston County and five (5) licenses in Pierce County will total seven (7) licenses, which has a total annual licensing fee of \$280.00 (7 licenses X \$40.00).*

- 6) Be sure of your numbers in this calculation, as any submission where the total number of licenses and fees paid do not match are summarily rejected without processing of any kind.
- 7) ALL applications for a Fireworks Retailer License MUST, by law, be signed by the applicant (licensee).
  - a. If signed by someone other than the contact person, their position with the wholesaler must be noted.
  - b. If signed by a partnership, all partners must sign with one (1) member as the contact person.
  - c. If signed by a corporation, it must be a corporate officer and bear the seal of the corporation.
- 8) While a valid post mark satisfactorily meets a statutory deadline, the licensing application windows are:
  - a. January 1 to **May 1** for an Annual Sales (Independence and New Year's) License.
  - b. August 1 to **November 1** for a New Year's Only Sales License.
  - c. Anything received at any other time will be rejected. NO EXCEPTIONS.
- 9) Only return pages marked "MUST RETURN." Any additional and/or unnecessary pages included can complicate and even delay the process.
- 10) Submit the completed licensing application, in its entirety, with the required licensing fees calculated to:

**Normal Mailing Address**

Fire Protection Bureau  
Education, Enforcement, and Analytics Section  
PO Box 42642  
Olympia, WA 98504-2642

**Physical Delivery Address**

Helen Sommers Building  
Fire Protection Bureau  
106 11th Avenue SW  
Olympia, WA 98501

- 11) All valid applications are issued their license(s) within fifteen (15) working days of receipt. This "clock" does not start until the application is considered complete and error-free. Anything awaiting correction after ten (10) working days of inactivity is rejected and any fees paid are refunded.

**INCOMPLETE/ILLEGIBLE SUBMISSIONS WILL BE DELAYED OR SUMMARILY REJECTED**



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**Provisions for a Wholesaler Obtaining a Retailers License to Maintain a CFRS Facility**

- A. The licensed Wholesaler is the licensee for the Retailers License and the sole supplier for the product to be sold within the stand.
- B. The individual, company, or organization running a Wholesaler licensed CFRS Facility must have signed agreements kept on file with the licensee. This operator can be changed, but that data must be not only placed upon the individual license before permitting, but retained as part of the licensing file and reported to the Washington State Fire Marshal's Office annually.
- C. The information each Wholesaler must provide to the Washington State Fire Marshal's Office on or before July 19 for each and every Retailers License purchased must include:
  - a. Each Stand Number (SN) provided.
  - b. The Document Number (red, top right of each portion) on that license.
  - c. The name of the individual person who operated the stand.
    - (1) What organization they represented, if applicable.
    - (2) Whether or not they were a legal Non-Profit entity.
  - d. The phone number of the individual person who operated the stand.
    - (1) E-mail, if they have one.
  - e. Date they agreed through signed documentation to operate their stand.
    - (1) A copy of this agreement is NOT required to be submitted, but must be available for inspection/review by this office as a matter of the licensing record.

There is no specific template required for submitting this information. However, it must be clear, legible, easy to understand, complete for each license purchased, and submitted only once as a single completed record for the entire licensing year. This can be sent digitally to [fireworks@wsp.wa.gov](mailto:fireworks@wsp.wa.gov) but DO NOT send piecemeal or incomplete records.

Please note records pertaining specifically to New Year's Only sales licenses can be submitted separately or even as an update on or before January 19 of the subsequent year of issue.

- D. For any licenses not used – for whatever reason – provide that information as part of the licensing record submission noted above.
- E. All records concerning the use of this license, including all sales and purchases, are subject to review at any time. Keep all records associated with the operation of your CFRS Facility for at least three (3) years.
- F. Failure to maintain these records properly, submit the annual licensing records in a timely manner, or to produce any required record can result in penalties including revocation, denial of any future licensing, and civil penalties such as fines.
- G. Retailer Licenses issued to a Licensed Wholesaler must still comply with any and all provisions of law, rule, and local ordinance as any other Retailers License and a CFRS Facility.
- H. Licensing is non-transferrable by law. Changes to the county of operation are allowed and just require the original being returned with an indication of the change.

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**Provisions for a Fireworks Retailer Licensee Running a CFRS Facility**

- A. ANYONE issued a Fireworks Retailer License is obligated to comply with [Revised Code of Washington \(RCW\) 70.77](#), [Washington Administrative Code \(WAC\) 212-17](#), and any and all local ordinances for the jurisdiction where you will operate your CFRS Facility. Also note your CFRS Facility MUST meet the requirements found within WAC 212-17.
- B. Operating a CFRS Facility within the state of Washington requires a Fireworks Retailer License from the State Fire Marshal AND a permit from the local fire code authority. NO EXCEPTIONS.
- C. Securing a Fireworks Retailer License does not guarantee a local permit. Be sure the jurisdiction for your CFRS Facility allows fireworks sales and what their permitting deadlines are before applying for this license.
- D. This license is only valid for retail sales of state legal consumer fireworks at a single CFRS Facility at a single location during the legally designated sales seasons. It will not be issued for any other reason and does not allow for any other use.
- E. All records concerning the use of this license, including all sales and purchases, are subject to review. Keep all records associated with the operation of your CFRS Facility for at least three (3) years.
- F. Every Fireworks Retailer License is comprised of three sections. One is posted in your CFRS Facility, the second portion goes to your fireworks supplier (a licensed wholesaler), and the third and final piece goes to the local fire code authority in their permit application process. Each part is clearly labeled and you are responsible for separating these pieces cleanly and correctly.
- G. Only a licensed fireworks wholesaler can supply your stand and they require the individualized wholesaler license portion to do so. When using multiple wholesalers, we will provide the additional portions at no cost.
- H. Only State Legal Consumer Fireworks and holiday-related incidental items can be sold within a licensed CFRS Facility and the list of State Legal Consumer Fireworks must be posted conspicuously.
- I. Though non-transferrable, report any changes to the licensing information, such as location or supplier, to the office immediately. Depending on the change, the license may need to be returned and reissued.
- J. The Independence Day Sales Season legally opens between June 28 and July 5. However, the actual consumer fireworks sales window can be restricted by local ordinance, so always verify the exact dates and times sales are allowed where you wish to operate your CFRS Facility.
- K. The law opens the New Year's Sales Season between December 27 and December 31. However, the actual sales window may be restricted or even banned by local ordinance. Verify the exact dates and times sales are allowed where you wish to operate your CFRS Facility.
- L. The application window for an Annual Sales License is January 1 through May 1 and is valid for both the Independence Day Sales Season and the New Year's Day Sales Season.
- M. The application window for a New Year's Sales Season Only License is August 1 through November 1.
- N. When applying for a license, a valid post mark will be accepted in meeting these deadlines. However, **DO NOT** count on the post mark alone. There is no exception to these application deadlines allowed by law.
- O. Any deadline for a local permit is a local issue and independent of the statutorily mandated licensing application deadlines. Always be sure what you are applying for, with whom, and what their deadline is.

FIREWORKS RETAILERS LICENSE - WHOLESALER



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Date Received

## WHOLESALE OPERATED CFRS FACILITY LICENSING APPLICATION

<u>County</u>	<u>Number of Licenses</u>
Adams	_____
Asotin	_____
Benton	_____
Chelan	_____
Clallam	_____
Clark	_____
Columbia	_____
Cowlitz	_____
Douglas	_____
Ferry	_____
Franklin	_____
Garfield	_____
Grant	_____
Grays Harbor	_____
Island	_____
Jefferson	_____
King	_____
Kitsap	_____
Kittitas	_____
Klickitat	_____
Lewis	_____
Lincoln	_____
Mason	_____
Okanogan	_____
Pacific	_____
Pend Oreille	_____
Pierce	_____
San Juan	_____
Skagit	_____
Skamania	_____
Snohomish	_____
Spokane	_____
Stevens	_____
Thurston	_____
Wahkiakum	_____
Walla Walla	_____
Whatcom	_____
Whitman	_____
Yakima	_____
Total Licenses Requested:	<input type="text"/>

*This application is for use by a currently licensed fireworks wholesaler seeking to operate consumer fireworks retail sales (CFRS) facilities. This would specifically be in fireworks stands where the wholesaler maintains ownership of the fireworks and the group, person, or business operating the location is paid through an agreement, contract, employment, or other means.*

### LICENSEE INFORMATION

\_\_\_\_\_  
*Name of Licensed Fireworks Wholesaler*

\_\_\_\_\_  
*Wholesaler Contact Person*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*Phone Number*                      *FAX Number*

\_\_\_\_\_  
*E-Mail Address*

Indicate to the left how many retailer licenses you wish to purchase in which specific counties. Total the number of licenses below and include a check or money order to the Washington State Patrol Fire Protection Bureau (WSP FPB) for the required licensing fees of \$40.00 per individual license with this form through one (1) of the following mailing options:

- 1) Mailing Address of Education, Enforcement, and Analytics Section, Post Office Box 42642 in Olympia, WA 98504-2642.
- 2) Physical Address of the Helen Sommers Building at 106 11th Avenue SW in Olympia, WA 98501.

Please note applications received between January 1 and May 1 will be processed for annual sales while applications received between August 1 and November 1 will be processed for New Year's Sales only. Postmarks are honored but applications received between May 2 and July 31 will be rejected.

I, as the representative for the above-licensed wholesaler seeking retailer licensing, do hereby confirm we agree to abide by all requirements of the State's Fireworks Law, RCW 70.77, the associated regulatory rules, WAC 212-17, and any and all local ordinance(s) regarding retail fireworks sales and storage within the jurisdiction we will operate a CFRS Facility.

\_\_\_\_\_  
*Date of Signature*                      *Signature of Licensee or Contact Person*

**X \$40.00 each =**  *Include This Amount*

**FIREWORKS RETAILERS LICENSE - WHOLESALE**