



NOBLESVILLE FIRE DEPARTMENT
FIRE PREVENTION BUREAU
INSPECTION DIVISION
MATT MITCHELL – DIVISION CHIEF
DARREL CROSS – FIRE INSPECTOR
RYAN FLORA – PT FIRE INSPECTOR



FIREWORKS DOCUMENTATION

The intent of this correspondence is to provide notification concerning the requirements for providing a **Public Display of Fireworks** in the City of Noblesville. I have listed below a compilation of documentation that is required to be submitted to this office for review prior to receiving approval:

1. A copy of the completed Fireworks Permit Application from the Office of the Indiana Department of Homeland Security (IDHS) as required by IC 22-11-14-2.
2. A letter of Intent to Display Fireworks. This letter of Intent to Display Fireworks shall include:
 - Name of the sponsoring organization
 - Day, date and time of the display
 - Location of the display
 - Number and maximum diameter size of aerial display shell
 - Types and amounts of ground materials and locations
 - Time table of operations including delivery, set-up and time of the “live load”
 - A statement that only materials listed and approved by the Bureau of Explosives will be utilized
 - A statement attesting to the understanding of all of the rules and regulations governing public fireworks displays and that the display located in the City of Noblesville will be in accordance with those rules and regulations
 - A list of personnel who will be representing the fireworks vendor, their function, experience and qualifications.

3. A Site Plan of the proposed Display Site.
4. A copy of the Certificate of Insurance as required by IC 22-11-14-3.
5. A copy of the contract between the Sponsor and the Fireworks vendor.

Furthermore, the City of Noblesville Fire Department requires the following:

- Each show within our fire protection area shall be “electronically fired”.
- The sponsor shall provide *adequate* on-scene Fire and EMS protection.
- A member of the Noblesville Fire Department shall be present during the “live loading” of the mortar tubes.
- A member of the Noblesville Fire Department shall be located at the discharge site during the display.
- Only authorized personnel shall be allowed at the discharge site.

In order to obtain approval for your public display of fireworks, please submit all of this required documentation to my attention.

Matt Mitchell, CFM
Division Chief / Fire Marshal
City of Noblesville Fire Department
135 S. 9th Street
Noblesville, IN 46060
(317) 776-6336 Ext. 1412
(317) 776-6376 FAX
mmitchell@noblesville.in.us