NEW HAMPSHIRE DEPARTMENT OF SAFETY
OFFICE OF THE STATE FIRE MARSHAL
Fireworks Safety & Enforcement Unit
Mailing Address: 33 Hazen Drive, Concord, NH 03305
Office: 110 Smokey Bear Blvd., Concord, NH
(603) 223-4289 / FAX (603) 223-4294 / Email: fmo.fireworks@dos.nh.gov

APPLICATION CHECKLIST - LICENSE TO SELL (RETAIL) PERMISSIBLE FIREWORKS

- ☐ Complete application DSFM 262P
- ☐ Complete NH State Police Criminal Background Check Form DSSP 256
- ☐ If an application is for a Corporation, Partnership or Limited Liability Company:
  - ☐ 1.) Certificate of Authority or Certificate of Vote for the individual filling out the application, Indicating that the board of directors of a corporation has voted and authorized the person applying for/signing for this license to market or sell Permissible Fireworks dated on or after April 1st of the current year.
  - ☐ 2.) Name, address, and date of birth of each:
    - a. Member of the board of directors
    - b. Partner in the partnership
    - c. Shareholder who owns 5% or more of the applicant's stock
    - d. Persons with controlling interest for corporations with more than twenty (20) shareholders.
  - ☐ 3.) A statement indicating whether any of the individuals named (above) in Saf-C 2605.05 (c) (2) have been convicted of:
    - a. A felony which has not been annulled; or
    - b. Any offense involving fireworks and explosives.
  - ☐ 4.) A statement indicating whether any of the individuals named (above) in Saf-C 2605.05 (c) (2) have violated any fireworks or explosives laws and/or rules.
- ☐ Copy of your valid U.S. ATF permit for the sale of fireworks pursuant to title 18 of the United States Code.
- ☐ Copy of the valid local permit for the sale of fireworks, pursuant to RSA 160-C:3, I and Saf-C 2605.
- ☐ Copy of certificate of insurance, with a minimum $1,000,000.00 in liability coverage per incident, and lists the New Hampshire Department of Safety – Office of the State Fire Marshal, 33 Hazen Drive, Concord, NH 03305 as "certificate holder".
- ☐ Proof that the place of business is within the municipality, and is a permanent structure.
- ☐ Proof that the building in which the business shall be located conforms to all applicable fire safety codes, building codes, zoning codes and local ordinances.
- ☐ Proof of identification for the person who is signing the application. As indicated on the application, this requirement would be met by the submission of a copy of a valid driver's license or birth certificate.
- ☐ Fee of $1,500.00, check payable to: **State of New Hampshire – Treasurer**.
- ☐ A Certificate of Good Standing dated on or after April 1st, or dated for the current year from the Secretary of State's office. (603) 271-3246 or http://www.sos.nh.gov/corporate/PDF/gscert.pdf

NOTE: Be advised that no license for the sale of fireworks shall be issued to any person who has been convicted of a felony which has not been annulled, or a violation, or misdemeanor involving fireworks or explosives within the past two years, which has not been annulled by a court of record, or to any person who has been convicted of any offense involving fireworks or explosives within the past two years, or who has been found to have violated any fireworks or explosives laws or rules within the past two years. No license shall be issued to any person under 21 years of age. No application will be accepted unless documentation includes exact location where sales are to take place.