



## Pre-Display Approval Checklist (Sponsor)

1. Verify Operator has required Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) licenses and permits or letter of clearance.
2. Obtain U.S. Coast Guard approval for displays fired from harbors or navigable waterways.
3. Obtain Federal Aviation Administration (FAA) approval if close to an airport or heliport.
4. Ensure pilots are warned through issuance of a Notice to Airmen (NOTAM).
5. Submit required applications to the County Commissioners for the county in which the show will occur. Minimum items to submit will include: 
  - a. Qualified operator in charge
  - b. Properly trained assistants
  - c. Site layout with proper separation distances
  - d. Event description
  - e. Firing procedures
  - f. Termination procedures
  - g. Emergency procedures
6. Arrange for inspections required by County Commissioners.
7. Receive approval from Authority Having Jurisdiction (AHJ) and verify Operator has trained and received certification from AHJ for all assistants.
8. Obtain approval from appropriate authorities to close roads or restrict access.
9. Arrange for fire service and EMS to be available for the display.
10. Verify Operator has obtained the required or appropriate insurance. (minimum \$500,000).