



November 6, 2018

**Re: Notice of Expiration of Current Consumer Fireworks Facility License
Notice of Process for Renewing Existing Permanent Facility License**

Dear Permanent Consumer Fireworks Facility Licensee:

This is an important notice to all persons who are currently licensed by the Pennsylvania Department of Agriculture (Department) to sell consumer fireworks in the Commonwealth of Pennsylvania.

You are receiving this notice as a reminder that you must renew your license to sell consumer grade fireworks annually and you must receive a new license prior to the expiration of your current license to maintain your ability to sell consumer grade fireworks (without interruption).

All licensed facilities are required to submit a renewal application packet and appropriate fee if they wish to continue to sell consumer fireworks from their facility. A renewal application packet contains detailed instructions. In summary, a complete renewal application includes (1) a complete, signed and dated application form and checklist; (2) payment (by *cashier's check, certified check or money order only*) of the appropriate annual license fee; (3) proof of current and appropriate insurance coverage (direct from the insurance provider); (4) a copy of a valid certificate of occupancy for the facility if one is not on file or a change has occurred during the licensing period; and (5) other required paperwork as described in the application. Licensing information can be found on the Department's webpage: www.agriculture.pa.gov, and Department staff is available at (717) 787-9089 to help answer any questions. Incomplete application packets will be returned to the submitter without review or action by the Department.

Please do not delay in assembling and submitting a complete renewal application packet for your facility.

Questions can be addressed to undersigned at the Department's Bureau of Ride and Measurement Standards, at the address listed below.

Respectfully,

Walter T. Remmert
Bureau Director