

### Permit fees are non-refundable once the application has been processed.

- In Short Description, enter short description IN ALL CAPS (ex: IN STORE JUL 4TH SEASON MAY 9-JUL 7; SPARKLER SALES IN TENT JUL 4TH SEASON JUN 18-JUL 7)
- In Job Value, enter the Contract price amount.

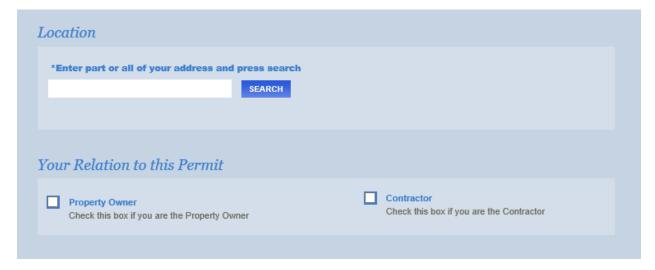


• Enter the Start and End dates of the sales period in the Start and End date fields.





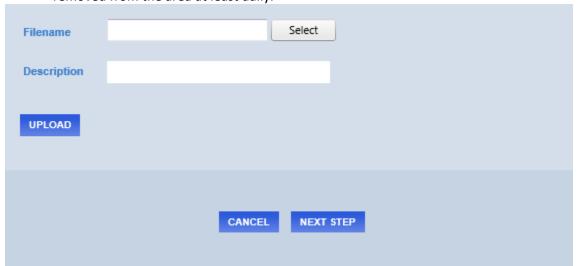
- Enter the address for the permit, including suite number if applicable.
- Click on the correct address in the search results. The complete address will appear in "Location". If the wrong one was selected, click **Address Lookup** again and re-type the address.
- Do not check the Property Owner box, this will be filled with the information on file.
- Check the contractor box, if not already checked.



- Please upload any needed supporting documents based on information here.
  - 1. The vendor/applicant shall submit complete design documents for review and approval by the City of Lakeland Fire Department and Building Department prior to permit approval for any **permanent** structure.
  - 2. The vendor/applicant shall obtain a City of Lakeland Certificate of Occupancy from the Building Department prior to conducting sales in a permanent structure.
  - 3. The vendor/applicant shall submit written documentation of approval from the City of Lakeland Zoning Department to conduct retail sales in a permanent or temporary structure.
  - 4. The vendor/applicant shall have a site inspection and product inspection approved by the City of Lakeland Fire Department prior to conducting sales in a permanent or temporary structure.
  - 5. The vendor/applicant shall provide proof of annual registration with the State Fire Marshal's Office.
  - 6. The vendor/applicant shall provide one (1) copy of the State Fire Marshal's "Approved Sparklers" list, with items to be sold at the location identified by **highlighting and initialing** the articles offered for sale.
  - 7. The vendor/applicant shall affirm that ONLY sparkler sales articles that are identified on the attached approved Division of State Fire Marshal's List of Approved Sparklers will be sold under the authority of this permit.
  - 8. The vendor/applicant shall provide a copy of the purchase invoice from the manufacturer, distributor, or wholesaler. Said invoice must identify the specific items covered by the invoice.
  - 9. The vendor/applicant understands that misrepresentation in or of supporting documentation for this permit is a violation of section 837.06 of the Florida Statutes.
  - 10. The vendor/applicant understands transportation and storage of sparkler products must be in accordance with Florida Statute 791, applicable codes, and standards.



- 11. The vendor/applicant shall comply with all applicable requirements of Florida Statute 791, the Building Code, the Florida Fire Prevention Code, and all other applicable codes and standards including:
- FIRE EXTINGUISHERS: At least one (1) extinguisher with a minimum 4-A rating for each 1,000 square feet.
- NO SMOKING: No person may smoke or carry any lighted pipe, cigar, cigarette, tobacco, or any smoking substance in any form within 50 feet of an area or tent used for sparker sales. No smoking signs shall be posted at all times when sparklers are present.
- ➤ **LIGHTING AND ELECTRICAL WIRING**: All lighting and electrical wiring shall be installed and maintained in accordance with the National Electrical Code and the Florida Fire Prevention Code.
- ➤ **OPEN FLAMES PROHIBITED**: No fire or open flame device is permitted for heating, lighting, or other purpose within 50 feet of sparkler sales area. This section prohibits the ignition of sparklers at the sales site.
- ➤ **WASTE MATERIAL**: Waste paper, broken items, wood, or other combustible materials shall be removed from the area at least daily.



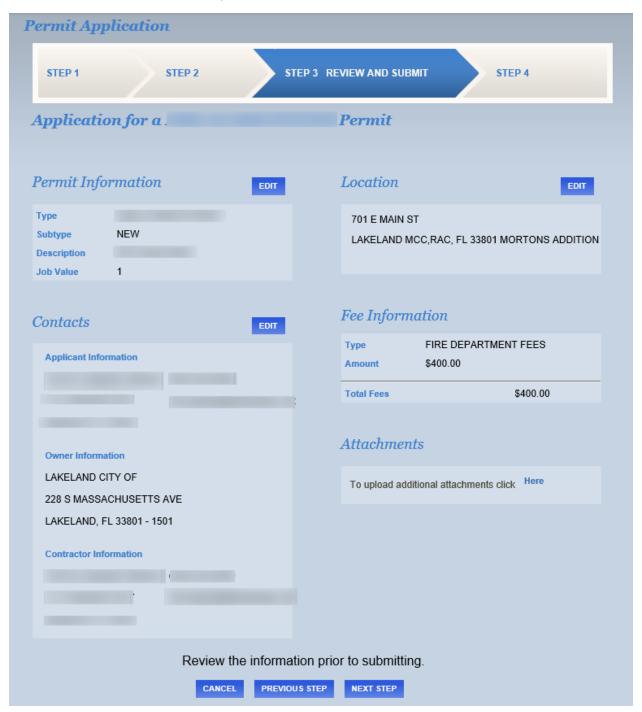


• This information will be taken based on what is on file at the City.

STEP 1 STEP 2 CONTACT INFORMATION STEP 3 STEP 4			
Applicati	ion for a	Permit	
Applicant Information			
*Name *Address		*Phone  *Email Address	
*City  *State	lakeland fl	*Zip	33810 -
Owner Information			
*Name *Address City	As long as the Owner box remained unchecked in the previous step, this will be filled with the owner information on file.		
Contractor Information			
*Name *Address *City	As long as the Contractor box remained checked in the previous step, this will be filled with the same information as the Applicant.		
*State			



- You will be presented with the information compiled from the last 2 steps. Please review to verify it is correct. If any piece is incorrect, click the corresponding **EDIT** button and update.
- Click NEXT STEP when ready.





### Confirmation

Thank you for submitting your permit application through eTRAKIT. Before you begin any work, the City's Building Inspection division staff and/or Fire Safety Management division staff must review and approve your permit application, required plans, and payment in full must be made to the City. The provided email address will be used to send all requests for any required additional documentation and approval notification for the permit.

The fees provided on this application are an estimate based on entered information and may change after being reviewed by staff.

Note: It is the responsibility of the contractor to print the permit once it is approved, along with the approved plans and comments, and make them available on the job site prior to work beginning and through the duration of the job.

VIEW PERMIT

### **Notes:**

- If there are multiple locations, a permit application must be completed for each location.
- It is the applicant's responsibility to schedule an inspection prior to beginning sales.