



Town of Atoka  
PH: (901) 837-5300 / FAX: (901) 837-0028  
[www.townofatoka.com](http://www.townofatoka.com)

## Application for Temporary Retail Fireworks Stand

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An application for a Temporary Retail Fireworks Stand must be submitted to the Planning and Inspection Department and comply with the submittal requirements specified in this application and applicable codes. Applicants shall include a completed application and all documents required in the permit application checklist.

***A Temporary Retail Fireworks Stand permit application will not be accepted more than 30 days prior to June 15<sup>th</sup> or December 12<sup>th</sup>, depending on the requested dates of operation.***

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Date: \_\_\_\_\_

Site Location Address: \_\_\_\_\_

Setup Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Permanent Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Description of Fireworks to be sold: \_\_\_\_\_

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How will the Fireworks be secured when not open for sales? \_\_\_\_\_

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**Required Supporting Documents**

- State of Tennessee Sales Tax ID Number
- State of Tennessee Fireworks Permit – Fireworks Seasonal Retailer
- Tipton County Business License
- Certificate of Insurance
- A letter signed by the property owner (or authorized agent) that provides written permission, by the property owner, to the applicant, to conduct retail fireworks sales on the property (*if the applicant is not the property owner*).
- Certificate of flame resistance of tent

*(Copies of all will be required at the time of application submission)*

*No permit shall be granted to any person/entity until the applicant has provided proper documentation demonstrating the applicant has public liability insurance coverage for personal injury and property damage.*

TYPE OF PERMIT REQUESTED (*check only one*)

Retail Sales Permit (*June 15-July 4*)  
(\$150)

Retail Sales Permit (*December 12-January 1*)  
(\$150)

*Retail Sales Permits also require a \$500 cleanup deposit that is refundable upon inspection of the premises by the Town of Atoka to confirm all debris and refuse has been removed and/or disposed of from the site.*

*A Port-a-John and trash dumpster are also required to be on-site during the permitted dates unless there is already one on site and arrangements have been made with the property owner to use it via written authorization. This can be included in the letter granting permission to use the property for retail sales.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b><u>FOR STAFF USE ONLY</u></b>	
<b>Date Application Received:</b> _____	
<b>Building Official:</b> _____	<b>Date:</b> _____
<b>Fire Marshal:</b> _____	<b>Date:</b> _____
<b>Conditions of Approval (if any):</b>	
_____	
_____	
_____	