



**Basic Business License Information:
Fireworks Temporary**

NAICS CODE: 453998-2

NAICS DESCRIPTION: Owners or managers of establishments where fireworks are stored or are kept for sale at wholesale or at both wholesale and retail on a temporary basis.

Endorsement Class: Environmental Materials

Legal Authority: DC Code: 47-2814

License Duration: Until July 5th of each year

License Available Online: No

Total Fees: \$247.50 (Fees are non-refundable)

Payment Method

You must apply in person for your Basic Business License (BBL) by cash, check, money order, or credit card at the Department of Consumer and Regulatory Affairs, Business License Center, 1100 4th Street, SW, 2nd Floor, Washington, DC 20024.

Prior to the submission of the application for Fireworks Temporary license, the applicant must obtain:

- 1. Building Permit,**
- 2. Certificate of Occupancy, and**
- 3. FEMS application.**

After the applicant has completed the above processes, they must submit the application for the Basic Business License and comply with the following DC Code requirements:

BASIC BUSINESS LICENSE APPLICATION REQUIREMENTS

To ensure you get your BBL as quickly as possible, you must submit a properly completed Basic Business License Application package. All of your responses should be printed clearly in English.

STEP 1: Certificate of Occupancy / Compliance for Zoning Regulations

Before applying for your BBL, you'll need a Certificate of Occupancy (C of O) for the location where your business is conducted to demonstrate that your business does not conflict with building and zoning codes. (If your business is located in an office building, you may operate under the umbrella of the C of O issued to the owner of the building, as long as the C of O was

issued for the entire building; check with your building owner or management company for the C of O holder name, number, and issue date.) If you have any questions about Certificates of Occupancy, please call the Building and Permit Operations at (202) 442-4589.

STEP 2: Corporation Division Requirements

If you are a corporation, partnership or limited liability company you must be registered in the District and in good standing. For instructions on how to register, please go to DCRA Corporate Registration Information Center. For more information, please call the Corporation Division at (202) 442-4400.

Non-Resident of the District of Columbia (including Foreign Corporations)

If you are not a resident of the District of Columbia, you'll need to appoint a Resident Agent or an Attorney-in-Fact who lives or works in an office in the District, who will be the official recipient of any financial, process, or legal notices that we need to send to you. If you are not a DC resident, please complete the Certified Resident Agent Appointment Form.

Corporate Registered Agents

The corporation is required to have a registered agent office in the District of Columbia. This office can but does not need to be the same as your place of business. Foreign corporations doing business in DC need to certify that their named registered agent is duly authorized to represent that corporation.

Trade Name Operative (Use of Fictitious Business Name)

If your business uses a Trade Name, you'll need to register the name with DCRA and indicate both the trade name and the official business name (including its corporation, LLC, or partnership classification) if applicable.

STEP 3: Office of Tax & Revenue (OTR) Registration

You must register your business with OTR and submit a copy of your tax registration certificate with your application. If you're not already registered, simply complete and file a Combined Business Tax Registration Application (Form FR500). You can get all the necessary forms and submit your application online with OTR at its Business Tax Service Center. For more information, please call the Tax Customer Center at (202) 727-4829.

STEP 4: Clean Hands Certification

Complete the self-certification form confirming that you don't owe more than \$100 to the District of Columbia government as a result of fees, penalties, interest, or taxes through completion of a Clean Hands form provided in your BBL application package.

STEP 5: Certified Letter

Each applicant must submit a notarized letter from the owner of the property giving the applicant permission to use the space to conduct a temporary fireworks stand is required.

STEP 6: Completion of the Basic Business License Application

To make sure you get your BBL as quickly as possible, you must submit a properly completed Basic Business License Application after completing steps 1 through 5. All of your responses should be printed clearly.

After you have obtained your basic business license, you must return to:

Fire Marshal Inspection

Your business activity is subject to final inspection and approval by the DC Fire Marshal pursuant to DC laws and regulations. Applicants shall obtain final approval from the DC Fire and Emergency Medical Services (FEMS) Department, Fire Prevention Inspection Division. For additional information, please call (202) 727-1614 or visit the office located at 1100 4th Street, S.W., 2nd Floor, Washington, D.C. 20024 to schedule an inspection.