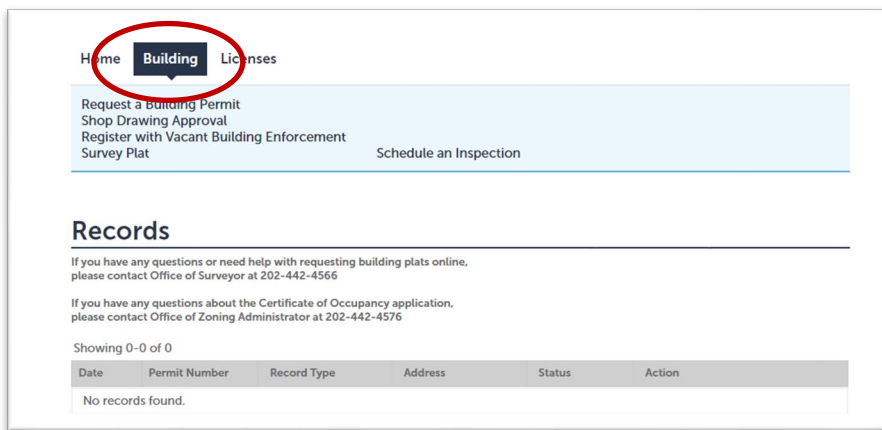


HOW TO APPLY FOR A NEW FIREWORK STAND

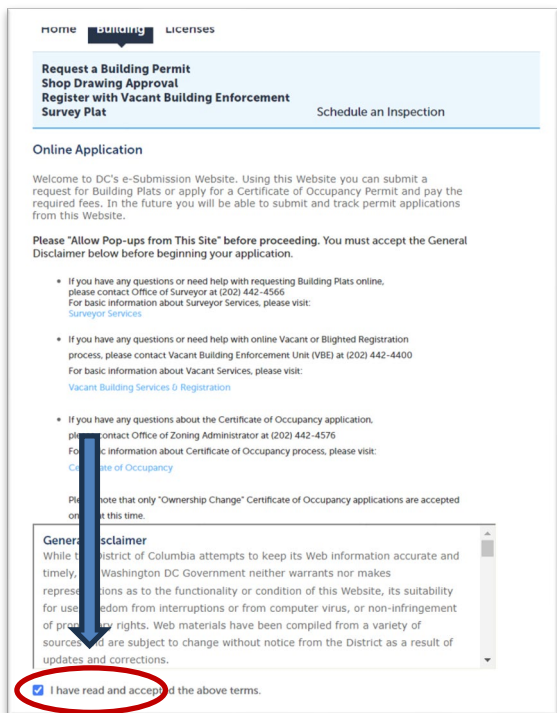
As a new applicant for the fireworks stand, you will be using two platforms, the [ACA Portal](#) and [Certifi](#).

1. As a new fireworks applicant, you will need to first apply for a permit via the [ACA Portal](#). Log in or create a new account and refer to the steps below.

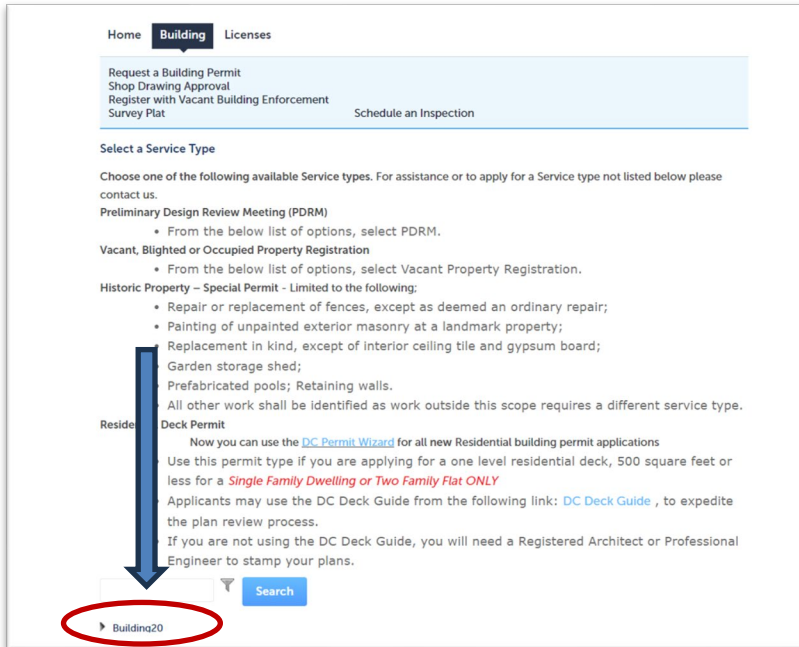
a. Click on the “Building” tab:



b. Tick in the box “I have read and accepted the terms.”:



c. Click on “Building20” and it will open a list to select, “Fireworks stand Permit”:



Home **Building** Licenses

Request a Building Permit
Shop Drawing Approval
Register with Vacant Building Enforcement
Survey Plat

Schedule an Inspection

Select a Service Type

Choose one of the following available Service types. For assistance or to apply for a Service type not listed below please contact us.

Preliminary Design Review Meeting (PDRM)

- From the below list of options, select PDRM.

Vacant, Blighted or Occupied Property Registration

- From the below list of options, select Vacant Property Registration.

Historic Property – Special Permit - Limited to the following:

- Repair or replacement of fences, except as deemed an ordinary repair;
- Painting of unpainted exterior masonry at a landmark property;
- Replacement in kind, except of interior ceiling tile and gypsum board;
- Garden storage shed;
- Prefabricated pools; Retaining walls.

All other work shall be identified as work outside this scope requires a different service type.

Reside **Deck Permit**

Now you can use the [DC Permit Wizard](#) for all new Residential building permit applications

Use this permit type if you are applying for a one level residential deck, 500 square feet or less for a *Single Family Dwelling or Two Family Flat ONLY*

Applicants may use the DC Deck Guide from the following link: [DC Deck Guide](#) , to expedite the plan review process.

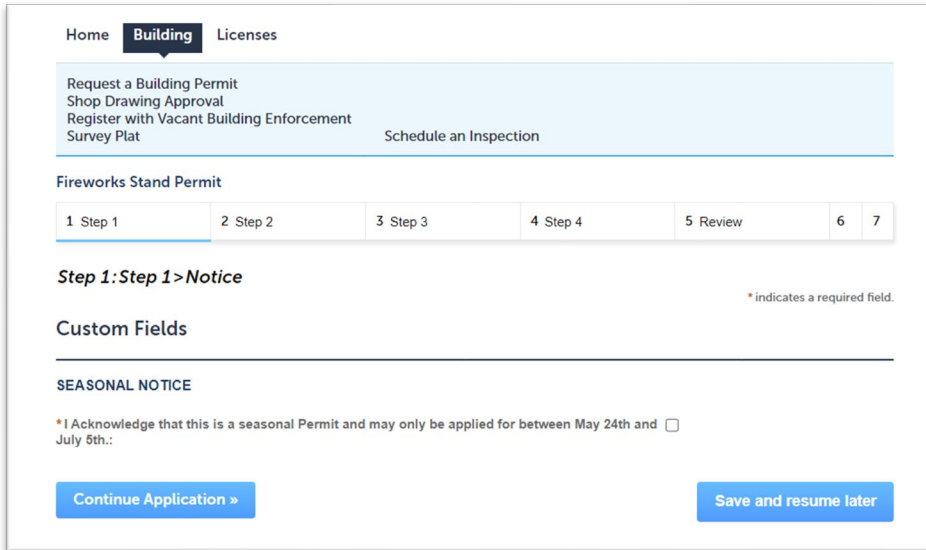
If you are not using the DC Deck Guide, you will need a Registered Architect or Professional Engineer to stamp your plans.

Building20

d.

- ▼ **Building20**
 - Addition Alteration Repair Permit
 - After Hours Permit
 - Alteration and Repair Permit
 - Antenna Permit
 - Awning Permit
 - Boiler Fuel Burning Permit
 - Boiler Unfired Pressure Vessel Permit
 - Building Permit Extension
 - Capacity Placard Permit
 - Christmas Tree Stand Permit
 - Civil Plans
 - Demolition Permit
 - Electrical Permit
 - Elevator Alteration Permit
 - Elevator New Permit
 - Elevator Repair Permit
 - Excavation Only Permit
 - Fence Permit
 - Fire Alarm
 - Fire Suppression
 - Fireworks Stand Permit
 - Foundation Only Permit
 - Historic Property - Special Permit
 - Home Occupation Permit
 - Mechanical Permit
 - Miniature Boiler Permit
 - New Building Permit
 - PDRM Permitting Review
 - PDRM Zoning Review
 - Plumbing and Gas Permit
 - Post Card Building Permit
 - Post Card Electrical General Permit
 - Post Card Electrical Heavy Up Permit
 - Post Card Gas Fitting Permit
 - Post Card Mechanical Permit
 - Post Card Plumbing Permit
 - Raze Permit
 - Retaining Wall Permit
 - Scaffolding Permit
 - Structural Steel Deck Permit

e. Once you land on this page, begin the application process.



Documents required for upload:

- a. Stand Schematics – Must display the temporary structure dimensions, and have stand framing size, connection details, and anchoring.
- b. Surveyor Plat – Showing the location of the stand on the property.

2. Once a permit application is complete, applicants are required to apply for a Certificate of Occupancy by using the [CERTIFI PLATFORM](#). Log in or create an account and follow the prompts. Refer to the steps below for guidance.

Apply under the ownership permit type at step #3 of the application, please select:

- No Valid Certificate of Occupancy
- Select: Temporary/ Seasonal



3. Follow the prompts until you reach step #6 (Document Upload)

Documents required for upload:

- a. Letter from the owner granting permission to use Location (On Letterhead).
- b. Copy of the Building permit.

Visit our [eRecords](#) system to locate prior documents. For questions regarding prior permit documents, please contact Records Management at dob@dc.gov.

Inspections will be required before final approval of your Certificate of Occupancy.