



**Attach IRS Form 990 to be eligible
for permit fee refund.**

Applicant Information

Name of Organization/Firm: _____

Description of Organization: _____

Proposed Sales Location: _____

Owner of Property: _____

Owner's Address: _____ Owner Phone: _____

Contact Person for Organization/Firm: _____

Contact Address: _____ Contact Phone: _____

Supplementary Information

Name of Insurance Provider: _____

Name of Agent: _____ Date Coverage Effective: _____

Supplier of Fireworks: _____

Supplier Address: _____ Supplier Phone: _____

Describe the location and facilities used for storage:

Describe the size of materials used in construction of the proposed stand:



If a tent is used, has it been rendered fire resistive? Yes No

If answer is YES, provide certificate verifying that tent has been rendered fire resistive.

Do you have written permission from the property owner Yes No
to use the proposed site for the retail sale of fireworks?

If answer is YES, attach a copy of the authorization to this application.

Applicant Certification

I, _____, making application to the City of Augusta for the retail sales of fireworks, state that I have read the city ordinances governing such activity and fully understand the requirements as set forth. By signing this application, I certify that all facts stated thereon are true and accurate to the best of my knowledge.

Signature: _____ Date: _____

..... ***Office Use Only***

Application Fee and Permit Info

Permit Number: _____ Date of Application: _____

Date Site was Inspected: _____ Inspected By: _____

Was Site in Full Compliance with Ordinance? Yes No

Has Permit Fee been paid to City Clerk? Yes No

Was Permit Issued? Yes No

If no permit was issued, state reason: _____

Application Fee: \$5,500 Security Deposit: \$2,500 Total Amount Collected: \$ _____

**FIREWORKS PERMIT FEE
REIMBURSEMENT POLICY**

The City of Augusta recognizes that community involvement by service organizations and non-profits are vital to the improvement of our community. In an effort to reward those organizations that reinvest their fundraising dollars into the infrastructure of the community, the City of Augusta has enacted a policy to allow for a partial refund (up to \$2,500) of the permit fee for having a fireworks stand.

In order to qualify for a refund, the following criteria must be met:

- ❖ The organization filing for the refund must be a non-profit.
- ❖ Fireworks Stand Application must include a copy of the IRS form 990 filed for the most recent tax year.
- ❖ The improvements must be to infrastructure on city-owned property.
- ❖ The attached refund request form must be fully completed and submitted to the City no later than December 31st of the year the permit fee was paid.
- ❖ Improvements must be completed prior to the request for reimbursement.
- ❖ All appropriate building permits must be pulled and the proper inspections completed in order for the improvement to be eligible for refund.
- ❖ Only parts and material are eligible for refund. Labor is not eligible.
- ❖ Receipts for parts and material must accompany the refund request form.

The refund applicant is encouraged to notify the City of their intent to file for a refund prior to completing the improvement to ensure that such improvement is eligible for a refund. To do so, submit (in writing) a brief description of the intended improvements to the City Manager. If you have any questions about the refund process or your organization's eligibility for a refund, contact the City Clerk or City Manager at (316)775-4510.



Fireworks Permit Refund Request Form

Complete this form to request a refund (up to \$2,500) of the Fireworks Permit Fee remitted to the City of Augusta. Submit the refund request to the City Clerk's Office at 111 E. 6th Avenue, Augusta, Kansas 67010.

*Improvements included in this request must be completed prior to submittal of the request form. The deadline to submit a request for refund is December 31st of the year the permit fee was paid. **Requests submitted after the deadline will not be considered and will be returned.***

ORGANIZATION INFORMATION:

Name: _____

Name/Title of Person Requesting Refund: _____

Organization Address: _____

Phone: _____ Fax: _____ Email: _____

Did the Organization file an IRS Form 990 filed for the most recent tax year? Yes No

Was the IRS Form 990 attached to the Fireworks Stand Permit Application? Yes No

Amount Requested: _____ Date Requested: _____

Description of Project (use a separate sheet if necessary):

IMPORTANT: Form must include documentation (i.e. receipts, invoices, statements, etc) that will support the claim for refund.

For Official Use Only

Date Received: _____ Received by (Name & Title): _____

Denied Approved Amount \$ _____ Date Inspected: _____ Inspected by: _____

Comments: _____

City Manager Signature: _____ Date: _____