West Virginia State Fire Marshal's Office

Regulatory & Licensing Division

Application to Obtain an Explosives Permit

WV State Fire Marshal's Office
Regulatory and Licensing Division
1700 MacCorkle Ave SE, 4th Floor North
Charleston, WV 25314
Phone: (304) 558-2191

Updated 09/2023

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Instructions and Information on obtaining a West Virginia Explosives Permit

1. Please complete the application printed legibly in pen or using a computer.

2. Processing of your application will be delayed if this application is incomplete.

3. Submission of the application does not authorize the applicant to engage in the requested activity. You must obtain the actual permit before commencing operations. Please submit your application at least 30 days prior to your planned start of operations.

4. A separate application is required for each property on which explosives are stored.

5. All requirements of NFPA 495, Explosive Materials Code, must be complied with

6. If you obtain a manufacturing license, you **are not** required to obtain a separate dealer's license.

7. With this application you must submit a copy of your WV business license, current workers compensation insurance coverage, current general liability insurance coverage, a copy of your federal ATF permit, a site map clearly indicating the location of any and all magazines in reference to any landmarks or roadways, signed affidavit that all employees with access to explosives are proficiently trained and compliant with all federal and local licensing laws, a list of all individuals (including last 4 of soc.sec.#s) with access to explosives.

8. If your application is approved, you will receive an invoice via email. You will then submit the invoice with the appropriate fee and will receive your explosive permit via email. If the application is denied, we will advise in writing the reason(s) for denial.

9. Definitions:

Manufacturing:	Engaging in business of manufacturing explosive materials for purpose of sale or distribution or for his / her own use.
Dealer:	Engaging in business of distributing explosive materials at wholesale or retail
Storage:	Any explosive material that will be stored overnight in West Virginia. Day-boxes, Wet-hole Trailers and other temporary storage magazines do not have to be registered with the State Fire Marshal

Office Use Only

Application for a West Virginia Explosives Permit

Be sure to complete all sections of this application in ***print and legible.***

Please read the instructions carefully before completing the application						
Company Name						
Subsidiary of (if applicable)						
dba (if different from above)						
Company Address						
	City		State		ZIP	
Job Site in WV						
Storage Address						
	City		State		ZIP	
Main Purpose of Blasting	__ Construction ___ Coal ___ Utility ___ Wells ____ Excavation __ Demolition ___ Pyrotechnics ___ other (specify): _____					

The person named below represents the company as applicant

Name (First, M., Last)		Title	
Phone		Fax	
Cell Phone	e-mail		
Last 4 SS#	X X X - X X -	Date of Birth	
Driver's License No		State of Issue	

Check the type of explosives permit your company is applying for

☐	Dealer state wide	$ 500.00
☐	Manufacturer state wide	$ 1,000.00
☐	Storage magazine	$ 100.00 each

Please be aware that there is an additional non-refundable $ 40.00 application review fee

Has your company ever been disciplined in any state for improper blasting procedures? (if yes, please explain)	___ yes ___ no
Do all employees that physically come in touch with explosive materials have a current ATF clearance for use of explosives?	___ yes ___ no
If transporting explosive materials in commerce: Are you in compliance with D.O.T.?	___ yes ___ no
For Dealers only: Do you check for proper permits before releasing explosives to any buyer?	___ yes ___ no
For Manufacturing only: Anticipated quantity of explosives to be manufactured	___ lbs monthly / annually(circle one)
For Manufacturing only: DOT classification of explosives to be manufactured	Check all that apply __ 1.1 __ 1.2 __ 1.3 __ 1.4 __ 1.5 __ 1.6
Any false information provided in this application may result in revocation of the permit	

List all employees with direct access to explosive materials: (attach separate sheet if needed)
Please make sure that all employees actively loading and setting off explosives are licensed through the State Fire Marshal's Office

Name	Last 4 Soc.Sec. No	Date of Birth

Operation Premises are O owned O leased O other (specify) _____

Hours of Operations:

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open							
Close							

Affidavit

This application and the information contained here-in are true and correct. I am aware that any false statements made herein may result in revocation of my license and may be subject to criminal proceedings in accordance with West Virginia State Code. I am aware that I must obey all blasting procedures in accordance with NFPA 495 and failure to do so may result in receiving citations issued by the WV State Fire Marshal.

Signature		Date	

MAGAZINE DATA SHEET

(please complete one for each magazine that is currently storing explosive materials at this site)

IMPORTANT REMINDER:

In accordance with West Virginia State Fire Code and NFPA 495 Sec. 9.7.2, all magazines containing explosive materials shall be opened and inspected at least every three days. Any loss, theft or unlawful removal of explosives shall be reported within 24 hours to the Bureau of Alcohol, Tobacco, Firearms and Explosives, the West Virginia State Fire Marshal's Office and the local law enforcement agency.

PLEASE PRINT OR TYPE THE INFORMATION LEGIBLY:

Company Permit Number			
Magazine Id Number			
Magazine Location i.e. Grassy Creek, Marianna Mine, etc			
Unique GPS coordinates for this magazine*			
Magazine Construction Type Number		___ indoor	____ outdoor
Magazine Owner			
Explosive Type stored in this unit	___ Dynamite ___ Cast Booster ___ Slurry / Water Gel ___ Black Powder ___ Detonators ___ Det Cord ___ Safety Fuse ___ Igniters ___ Electric Squibs ___ Blasting Agents ___ Emulsion ___ Propellants		
Actual Amount of Explosives in this unit	_____ lbs _____ cases		

Signature		Date	
Name & Title			

* GPS COORDINATES MUST BE IN **NAD83** FORMAT.

To obtain the NDA83 format, you may visit any website that will convert Longitude and Latitude components into the proper format. Example website: www.apsalin.com/nad-conversion.aspx