West Virginia State Fire Marshal's Office

Regulatory and Licensing Division

Application to Obtain an Individual Permit to Use Explosives

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

Updated 09/2023

Important Information

- Using explosives underground for the purpose of coal mining is exempt from fire marshal permit requirements for individual blasters.

- Submission of the application does not authorize the applicant to engage in the requested activity.

- You must be at least 21 years of age. (Exception: The Class G - Helper classification only requires the applicant to be at least 18 years of age).

- You must meet the minimum work qualifications for the permit type you are requesting. Qualification Requirements are listed on page 5 of the application.

- The Personal History Questionnaire must be completed.

- The Affidavit must be signed and dated.

- You must provide a copy of your Federal Bureau of Tobacco and Firearms (ATF) Individual Clearance (Class G Helper – Limited is exempt from this requirement). If the ATF clearance is not provided at the time of application and you meet all other requirements for licensure, you will be issued a 90 Day Temporary Permit. If the ATF Clearance is submitted to our office prior to the expiration date of the temp permit, the applicant will receive a permanent license which will expire one year from the date the temp permit was issued at no additional cost. If the ATF clearance is not received by the office prior to the expiration date, the temporary permit will expire, and the applicant will be required to submit a new application for licensure.

- Processing of the application will be delayed if this application and other forms are incomplete.

- If the application is denied, the agency will advise in writing the reason(s) for denial.

- If your application is approved, you will receive your license card by mail.

- Individual Permits to Use Explosives will be valid for one year and must be renewed annually. Should your Permit to Use Explosives lapse for more than 12 months you must submit a new application.

Required Fees

Fees are payable via Check or Money Order only. Make payable to the WVSFMO.

- Class A, B, C, D Permit Fee: $115.00
  ($75.00 Permit Fee and $40.00 Application Review Fee)

- Class E Permit Fee: $90.00
  ($50.00 Permit Fee and $40.00 Application Review Fee)

- Class F Permit Fee: $55.00
  ($15.00 Permit Fee and $40.00 Application Review Fee)

- Class G Permit Fee: $80.00
  ($40.00 Permit Fee and $40.00 Application Review Fee)

Instructions

- Please complete the application legibly in print and in blue or black ink or using a computer.
- In addition to the completed application, the applicant must submit:

1. One passport sized photograph (1.5" x 1.5") taken within the last 24 months.

2. An employment verification letter from your current employer. If currently unemployed, submit an employment verification letter from your previous employer.

3. Copies of two forms of identification. One must be a photo ID. Types of accepted identification: driver's license, passport, social security card, birth certificate, etc.

4. A copy of your Federal Bureau of Tobacco and Firearms (ATF) Individual Clearance (If Applicable).

5. For Class G permit types, you must submit a letter of recommendation from your current employer. If unemployed submit a letter of recommendation from a previous employer.

Office Use Only	
By:	Typed:

Application for West Virginia Individual Permit to Use Explosives

Please complete the application legibly in print and in blue or black ink or using a computer.

Applicant Personal Information

Last Name		First Name		MI:	
Home Address					
City, State, Zip		Please attach your passport picture here			
Home Phone	(____) _____ - _____				
Cell Phone	(____) _____ - _____				
Date of Birth	Month: ___ Day: ____ Year: _____				
Place of Birth					
E-mail address					
Social Security #	___ ___ ___ - ___ ___ - ___ ___ ___ ___				
Drivers Lic. No.:		State of Issue			
Height	___' ___"	Eye Color		Sex	__ Male __ Female	Weight	lbs

Work Experience

Employer Name			
Employer Phone		Start Date	
Your Job Title		Length of employment in months	
Location where you mainly will be using explosives			
Describe the purpose for which the explosives will be used			

List previous blasting related employer (s), length of employment and type of work performed. (Attach additional sheet if necessary)

List any explosives classes attended in the last 3 years

Please indicate which Explosives permit you are applying for:

Type of Permit	Permit Fee	Blasting Allowed	Qualification Requirements
☐ **Class A Unlimited**	$ 75.00	All types	5 years of blasting experience in various settings
☐ **Class B Aboveground**	$ 75.00	Aboveground Quarries, pit mines, construction	3 years of explosives experience
☐ **Class C Underground**	$ 75.00	Underground Shafts, tunnels, drifts	3 years of explosives experience
☐ **Class D Demolition**	$ 75.00	Demolition and Industrial Cleaning Applications	3 years of explosives experience
☐ **Class E Seismic**	$ 50.00	Seismic Prospecting	1 year of specialized experience
☐ **Class F Agriculture**	$ 15.00	Agricultural use only – limited to 50 lbs. of explosives per blast	Proof of at least one explosives safety class
☐ **Class G Coal**	$ 40.00	Surface Coal only	Recent letter of recommendation from current employer. If unemployed, a recent letter of recommendation from your former employer
☐ **Class G Helper** This permit is for individuals who are an employee of a Federal explosives licensee or permittee (FEL/FEP)	$ 40.00	Assist blasting operation under strict supervision only by a responsible person or employee possessor of the FEL/FEP at all times	Recent letter of recommendation from current employer. If unemployed, a recent letter of recommendation from your former employer
☐ **Class G Helper – Limited** (This permit is for individuals who are NOT an employee of a Federal explosives licensee or permittee (FEL/FEP)	$40.00	May handle explosive materials on behalf of the FEL/FEP in a blasting or setup scenario, if the non-employee's explosives activities (hauling, priming, etc.) are directly overseen and under strict supervision only by a responsible person or employee possessor of the FEL/FEP at all times	Recent letter of recommendation from current employer. If unemployed, a recent letter of recommendation from your former employer, union hall or employment services
☐ **Class G Special**	$ 40.00	Special Blasting Operations i.e. wells and wire-lines	Recent letter of recommendation from current employer. If unemployed, a recent letter of recommendation from your former employer

You must submit a $40.00 Application Review Fee

along with your license fee for each application.

Personal History

Please answer Yes or No to every question. If you answer yes to any question, please explain why on a separate piece of paper.

1. Have you violated any prohibited person provisions per the Bureau of Alcohol, Tobacco, Firearms and Explosives Employee Possessor requirements?	☐Yes	☐No
2. Are you or have you ever been a fugitive from justice?	☐Yes	☐No
3. Are you an unlawful user of, or addicted to, marijuana or a depressant, stimulant, narcotic drug, or any other controlled substance?	☐Yes	☐No
4. Have you ever been convicted in any court of a felony, or any other crime, for which the judge could have imprisoned you for more than one (1) year?	☐Yes	☐No
5. Are you under indictment or information in any court for a felony, or any crime, for which the judge could imprison you for more than one (1) year?	☐Yes	☐No
6. Have you ever been adjudicated mentally defective (which includes having been adjudicated incompetent to manage your own affairs) or been committed to a mental institution?	☐Yes	☐No
7. Have you been discharged from the Armed Forces under dishonorable conditions?	☐Yes	☐No
8. Have you renounced your U.S. citizenship?	☐Yes	☐No
9. Are you an unlawful alien in the United States?	☐Yes	☐No
10. Do you belong to any organization or group that advocates violent overthrow of, or violent action against, any federal, state, or local government?	☐Yes	☐No
11. Do you suffer from any mental or physical defect that would interfere with the safe handling of explosives?	☐Yes	☐No

Affidavit

By signing this application, I swear and affirm that the required documentation and information submitted in and with this application is true in every respect. I fully understand that any false or misleading information may result in denial of licensure or revocation of any license obtained by providing false information. I also fully understand that by submitting fraudulent documentation or information, that I may face other penalties under law. I hereby give permission to the Office of The West Virginia State Fire Marshal to contact any employer or school provided on this application to verify the information provided by the applicant is accurate. Being qualified, according to the provisions of Chapter 61, Article 3E, Code of West Virginia & Title 87, Series 1, Legislative Rule of West Virginia, I hereby make application for licensure.

All Class G Helper & Class G Helper-Limited Permittees SHALL BE directly overseen and under strict supervision only by Class A Thru F Blaster Permit Holders who are a responsible person or employee possessor of the FEL/FEP at all times.

Signature		**Date**	