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Consumer Certificate Renewals

If you have a Consumer Certificate that was issued last year and want to apply for that same location for another year, you may renew your registration on January 1st – April 1st of the year you are renewing.

If you did not have an issued certificate this past year, then you will need to create a New Application and will not be able to file a Renewal.

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To get started, go to:
https://www.michigan.gov/lara/bureau-list/bfs/fireworks

Click on the link to apply for Consumer Certificates to start the application.

OR click here to go directly to Accela Automation Citizen Portal

https://www.michigan.gov/lara/bureau-list/bfs/fireworks

Fireworks Program

In December 2011, Governor Rick Snyder signed P.A. 256 of 2011, Michigan Fireworks Safety Act, which allows the sale and use of consumer-grade fireworks in Michigan. LARA/Bureau of Fire Services have been given the responsibility of administering and enforcing the Fireworks Safety Act and the promulgated Fireworks General Safety rules to ensure retail locations throughout the State of Michigan comply with nationally accepted standards for the retail sale of consumer and low-impact fireworks, specifically the National Fire Protection Association Standards 101 and 1124.

All fees generated as part of the program are allocated to support the operation of the program and the training of the State's approximately 34,500 Fire Fighters.

2022 Fireworks Insurance Information

Consumer Safety Advisory

- Girandola Wheels
- Agent of Boom

Click on this link to apply for Low Impact Registrations and or Consumer Certificates.

Low Impact registrations are available all year, but expire in the same year applied on December 31. Consumer Fireworks applications are open on January 1st until April 1st , yearly. Expiration of consumer fireworks is not until the following year, on April 30th.

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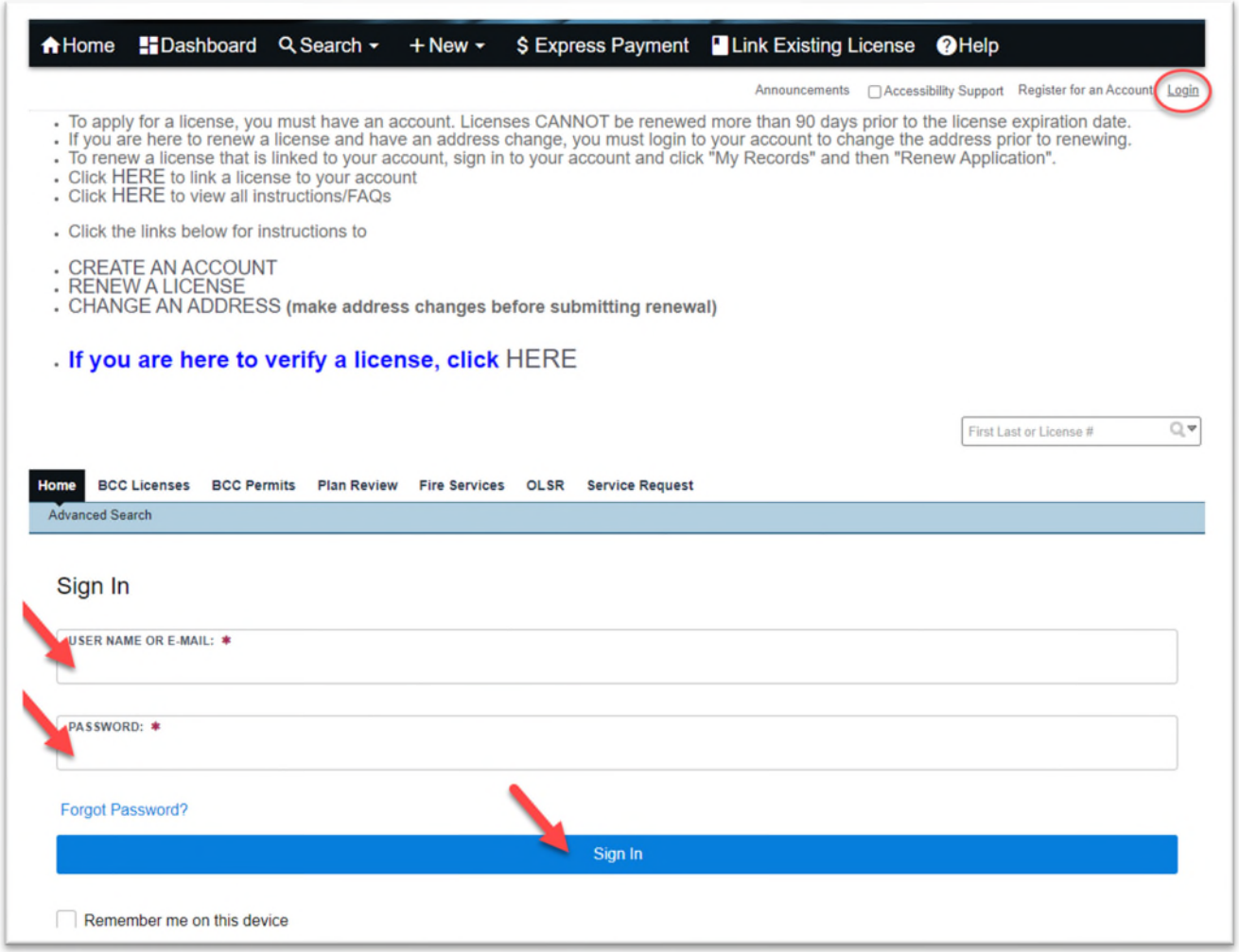
Enter your
User Name or Email
and **Password.**

Click: **Sign In**



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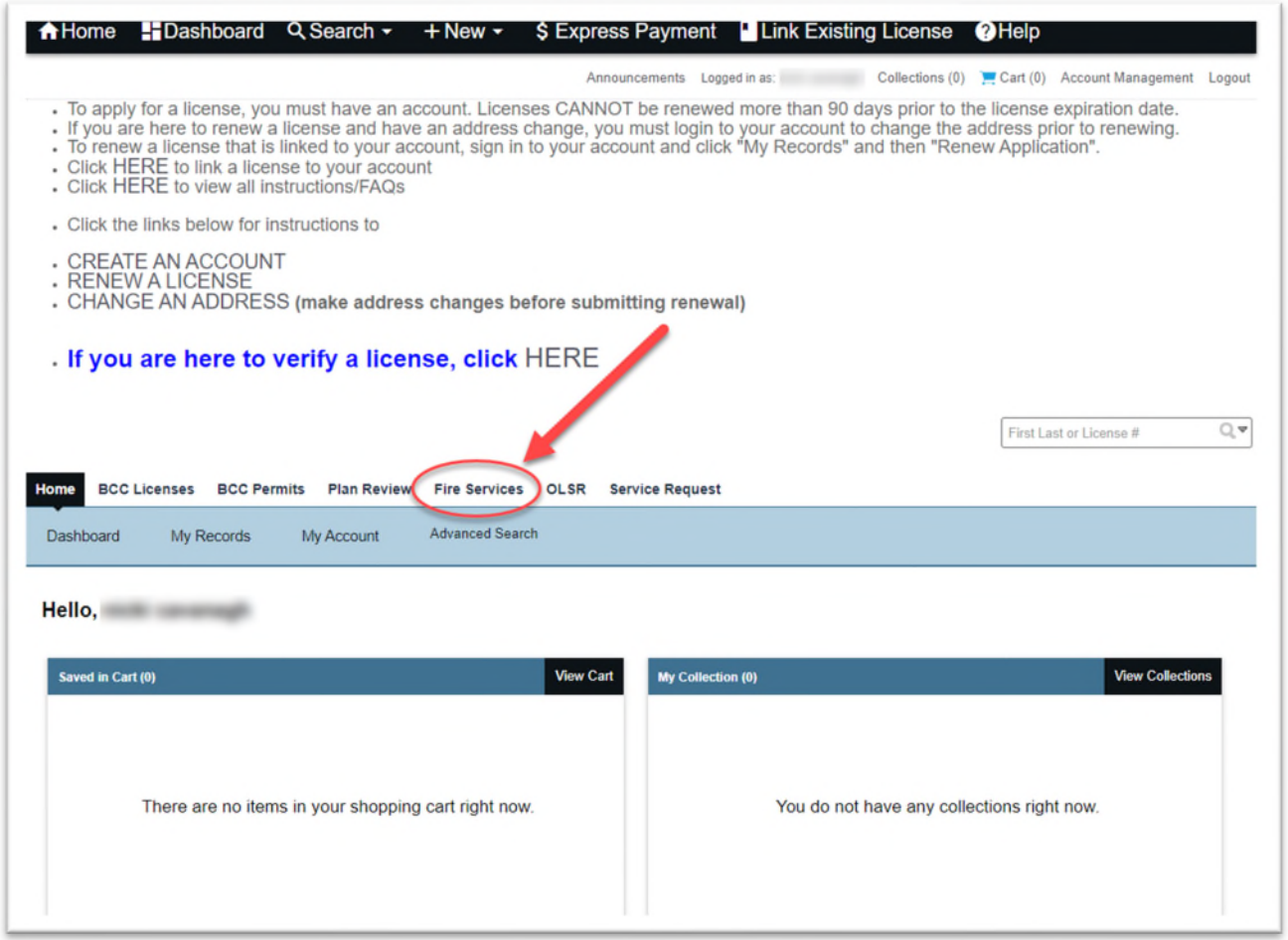
Once you are logged in, this will be what the Home screen looks like.

Click on:
Fire Services



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Now you will see all the Records in your account. Look for the Certificate you want to renew.

Click on:
Renew Application

☐	Renew Application	CT00172	10/07/2022	Consumer Fireworks Certificate Temporary Structure	CAV TENT 2	123456 TEST, LANSING MI 48820 United States	04/30/2023	Issued	5

If you do not see a Renewal option, then please refer to the next slide.

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If you see “Amendment” option in the first column and “Safety Fee Due,” then you will need to enter any outstanding safety fees before you renew the certificate. Make sure that you enter safety fees THROUGH the month that you are renewing.

For example: If you are trying to renew on Feb 4th, enter “0” for February safety fee.
(If you have sales later in the month, it will be linked to the new certificate.)

Click on:

Amendment

Amendment	CP00144	10/06/2022	Consumer Fireworks Certificate Permanent Structure	CAV CASA 2	123 UPDAWG, LANSING MI 48820 United States	04/30/2023	Safety Fee Due

After you pay all outstanding safety fees, go back to the Fire Services tab and click on: Renew Application.

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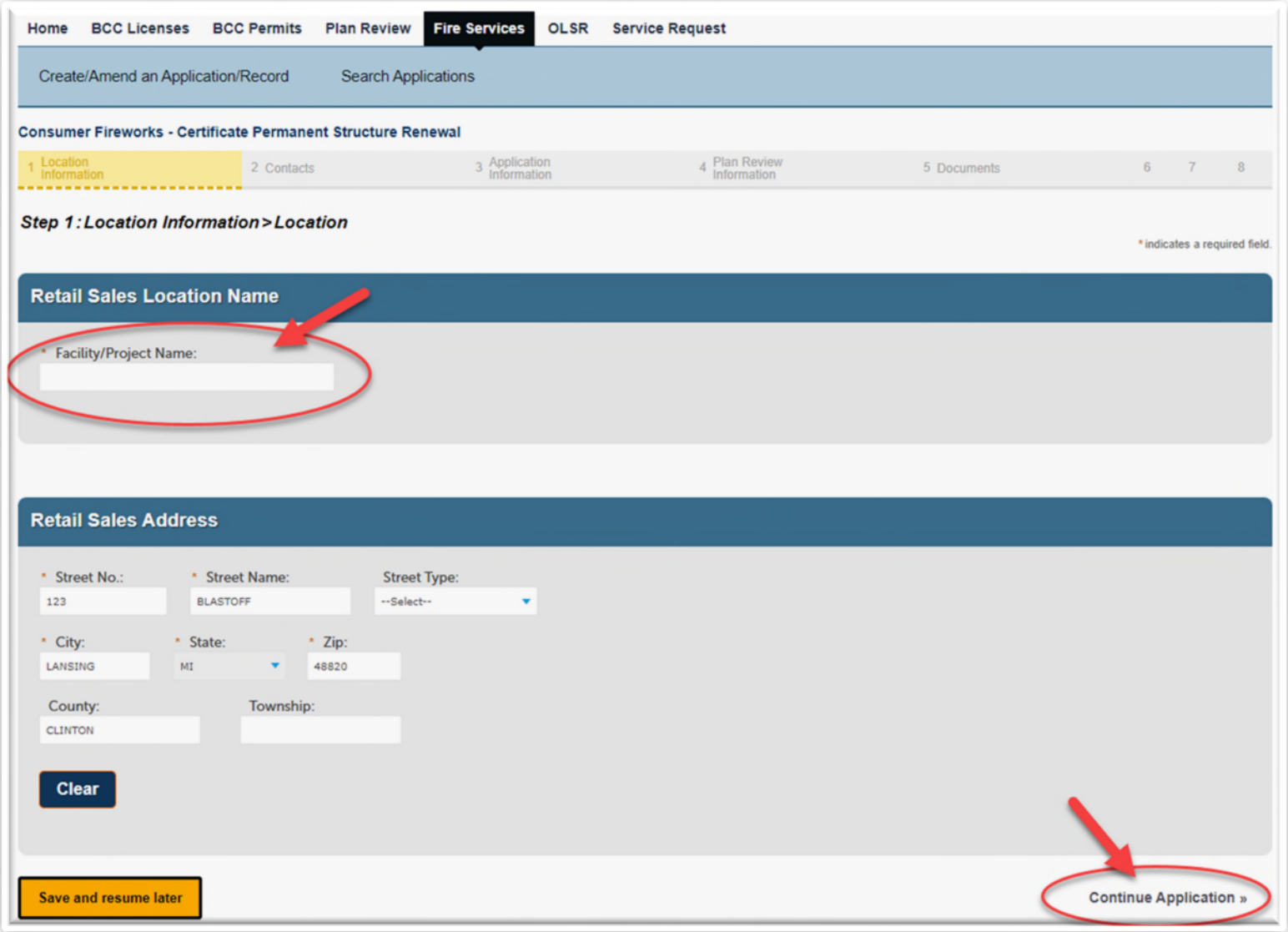
Step 1: Location

Enter the facility or company name.

The system will auto populate the facility address.

If you have a different address than what appears on your certificate being renewed, you must complete a NEW certificate and you will not be able to renew.

Click: **Continue Application**



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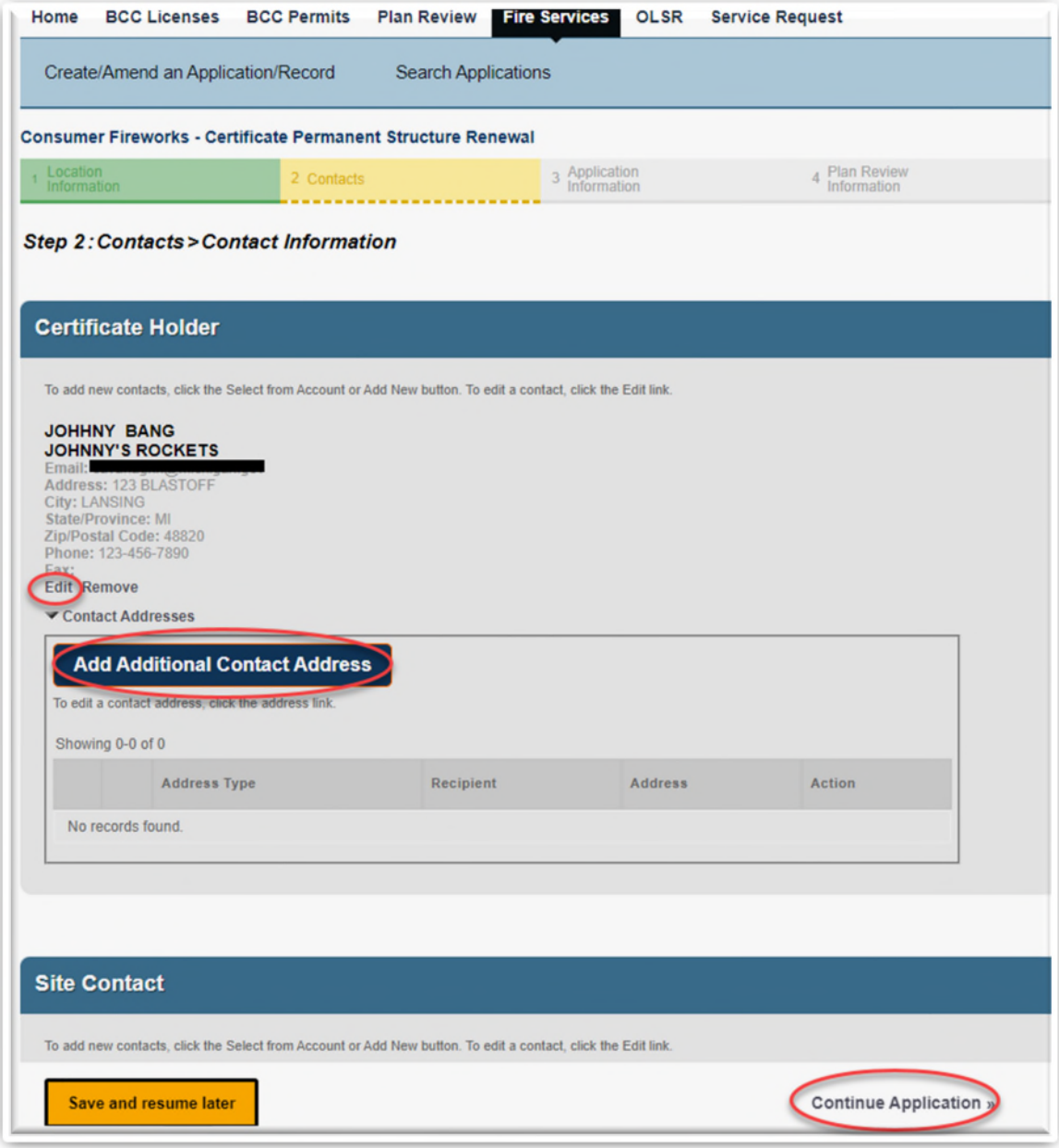
Step 2: Contacts > Contact Information

If you have a new contact that you would like to add to the account, you will click: **Add Additional Contact Address**

You may edit a contact by clicking: **Edit** (This is where you can update your email address.)

Click: **Continue Application** at the bottom right of the screen

(Note that if you must click "**Save and resume later,**" the record will be kept as a temporary (TMP) record for 24 hours, at which time it will be deleted if you have not submitted it.)



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Step 3: Application Information > Questions

Complete the Application Information.

Click: **Continue Application**

Consumer Fireworks - Certificate Permanent Structure Renewal

1 Location Information | 2 Contacts | 3 Application Information | 4 Plan Review Information | 5 Documents | 6 | 7 | 8

Step 3 : Application Information > Questions

* indicates a required field.

Application Information

APPLICATION INFORMATION

What is your Federal Taxpayer Identification Number (if not applicable enter N/A): AA-1234567

* What is your current Michigan Sales Tax License Expiration Date: mm/dd/yyyy

* Name of Person Filed w/Dept. of Treasury for MI Sales Tax License (NOTE: "Person" means an individual, agent, association, charitable organization, company, limited liability company, corporation, labor organization, legal representative, partnership, unincorporated organization, or any other legal or commercial entity.) WARNING: This must be accurate in order for application to be approved.:

* Fireworks Business Name/Doing Business As:

* At what address will you be storing fireworks (street, city, zip):

* In which city, township or village will your retail sales be located:

* What county will your retail sales be located:

* Applicant attests to verification of compliance (R 29.2914) in Fireworks Safety General Rules: Per Fire Safety Rule 29.2914 Consumer Fireworks shall not be sold prior to inspection unless the applicant attests to complete compliance of Section 5 of PA Act 256 of 2011, NFPA 1124 Section 7, 2006 Edition, and all Fireworks Safety General Rules. ◯ Yes ◯ No

Save and resume later

Continue Application »

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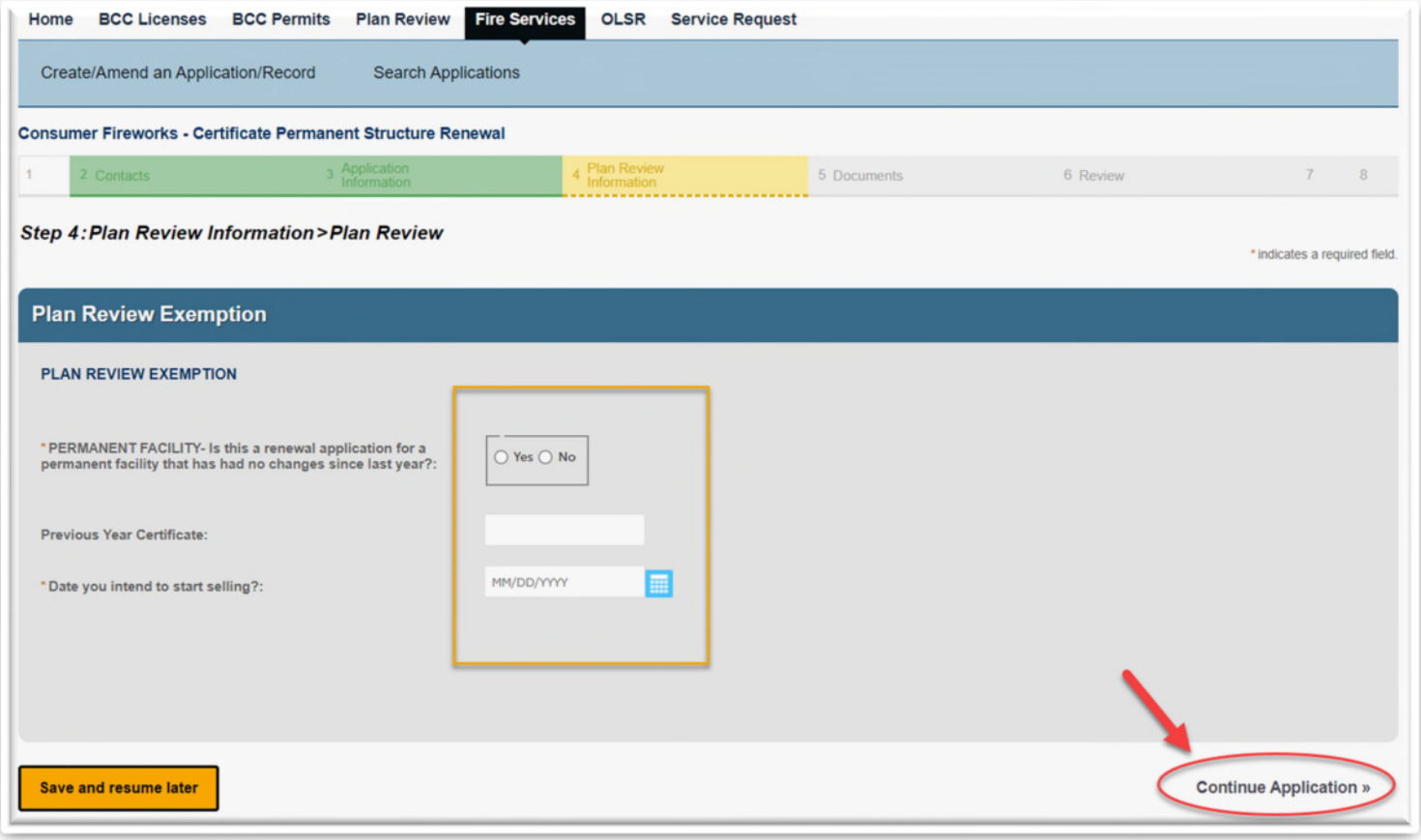
Step 4: Plan Review Information > Plan Review

Complete the Plan Review Exemption Information.

Click **Here** for more Plan Submittal information.

Click: **Continue Application**



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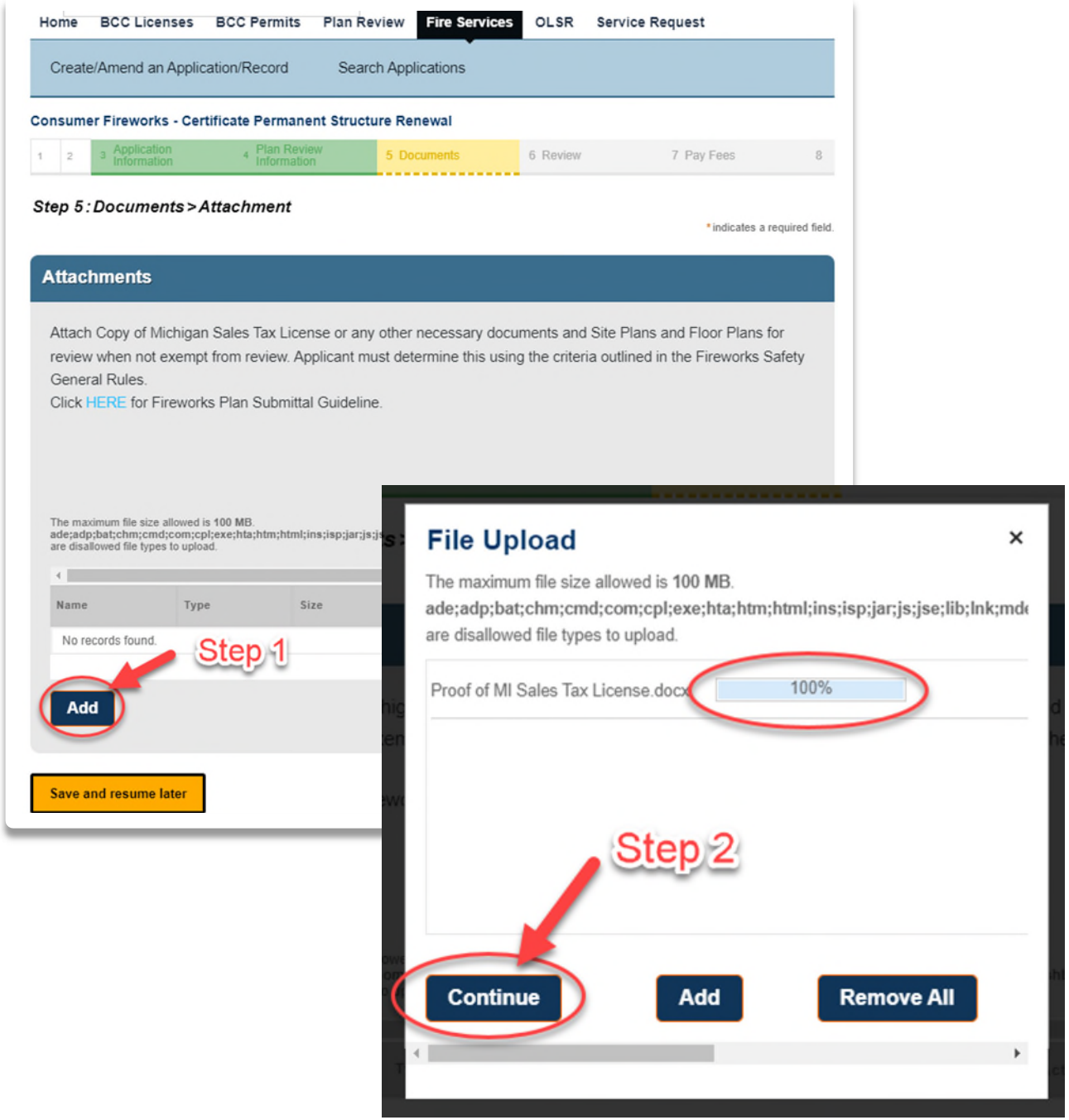
Step 5: Documents > Attachment

Click **Add** to select the documents from your files. Add attachments that are needed at this time for your application (Bond, Sales Tax License, Site Plans, Floor Plans).

After they load to 100%, click **Continue.**



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Step 5: Documents > Attachment (Continued)

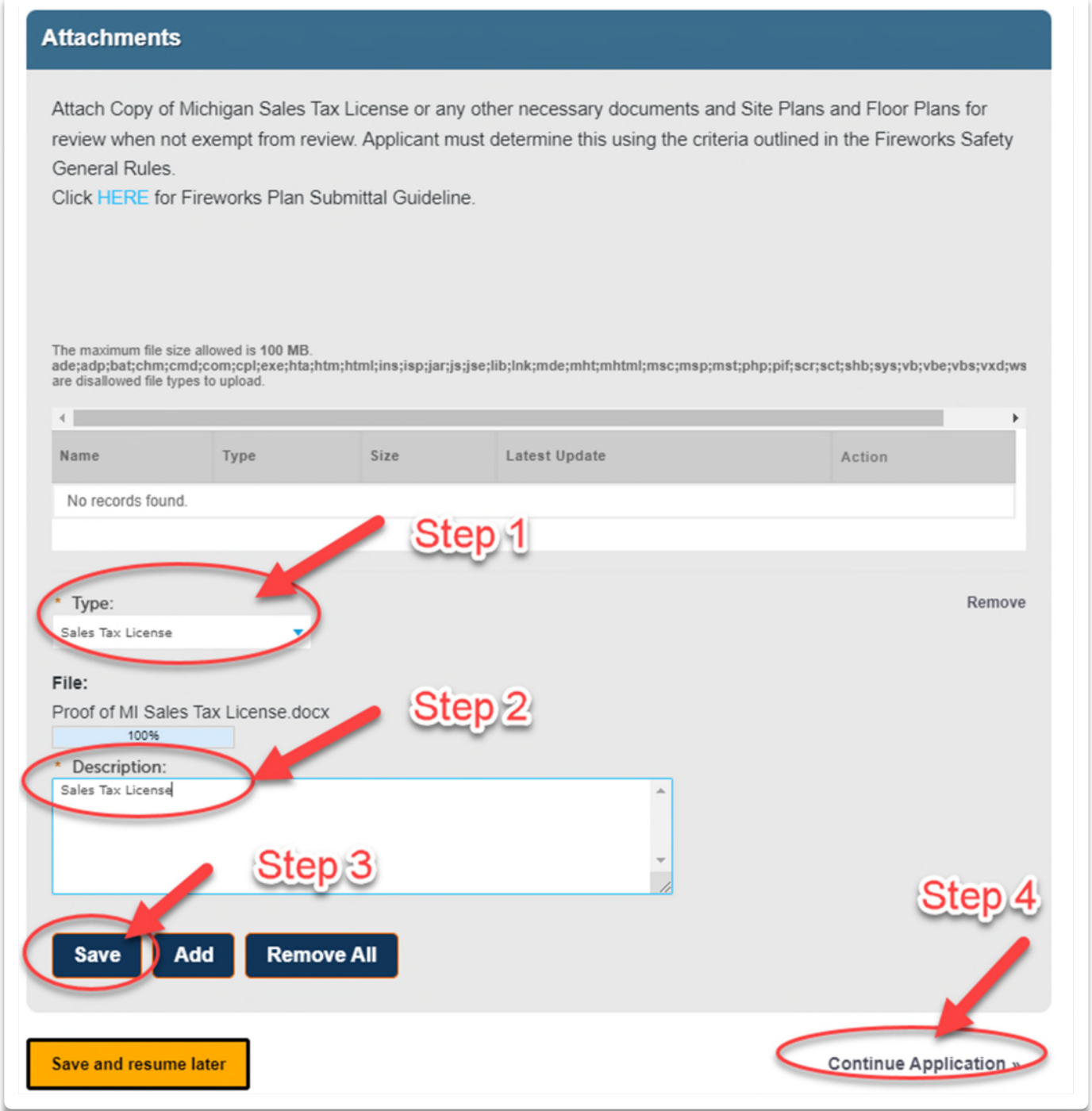
Choose the **Type** of document from the dropdown.

Enter a **Description** of the document. Example: “Bond” or “Sales Tax License” etc.

Click: **Save**

To add multiple documents, click: **Add** and repeat the process.

When you’ve uploaded all necessary documents, click: **Continue Application**



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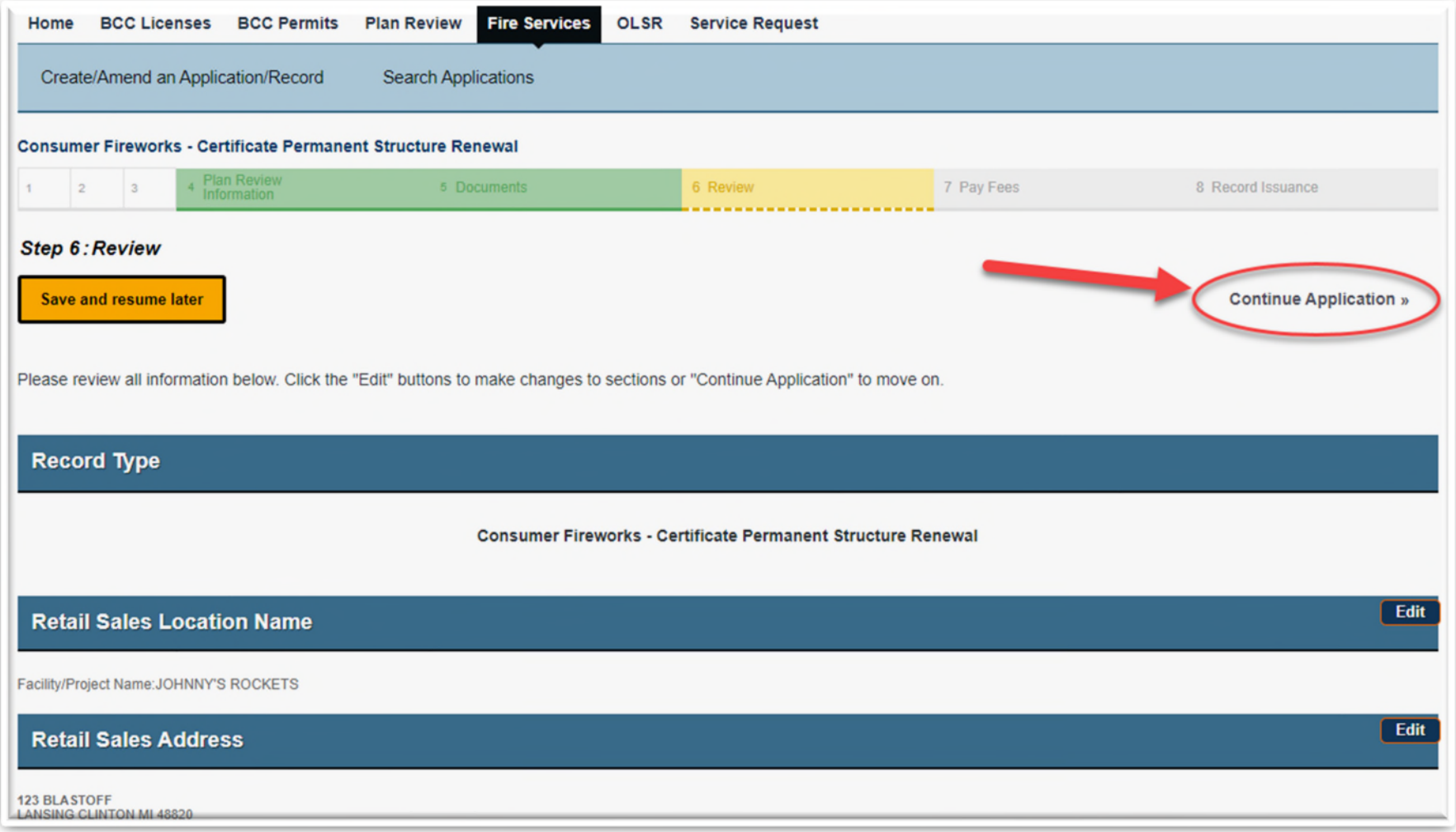
Step 6: Review

Review all the information for the location that you are renewing.

Click: **Continue Application**



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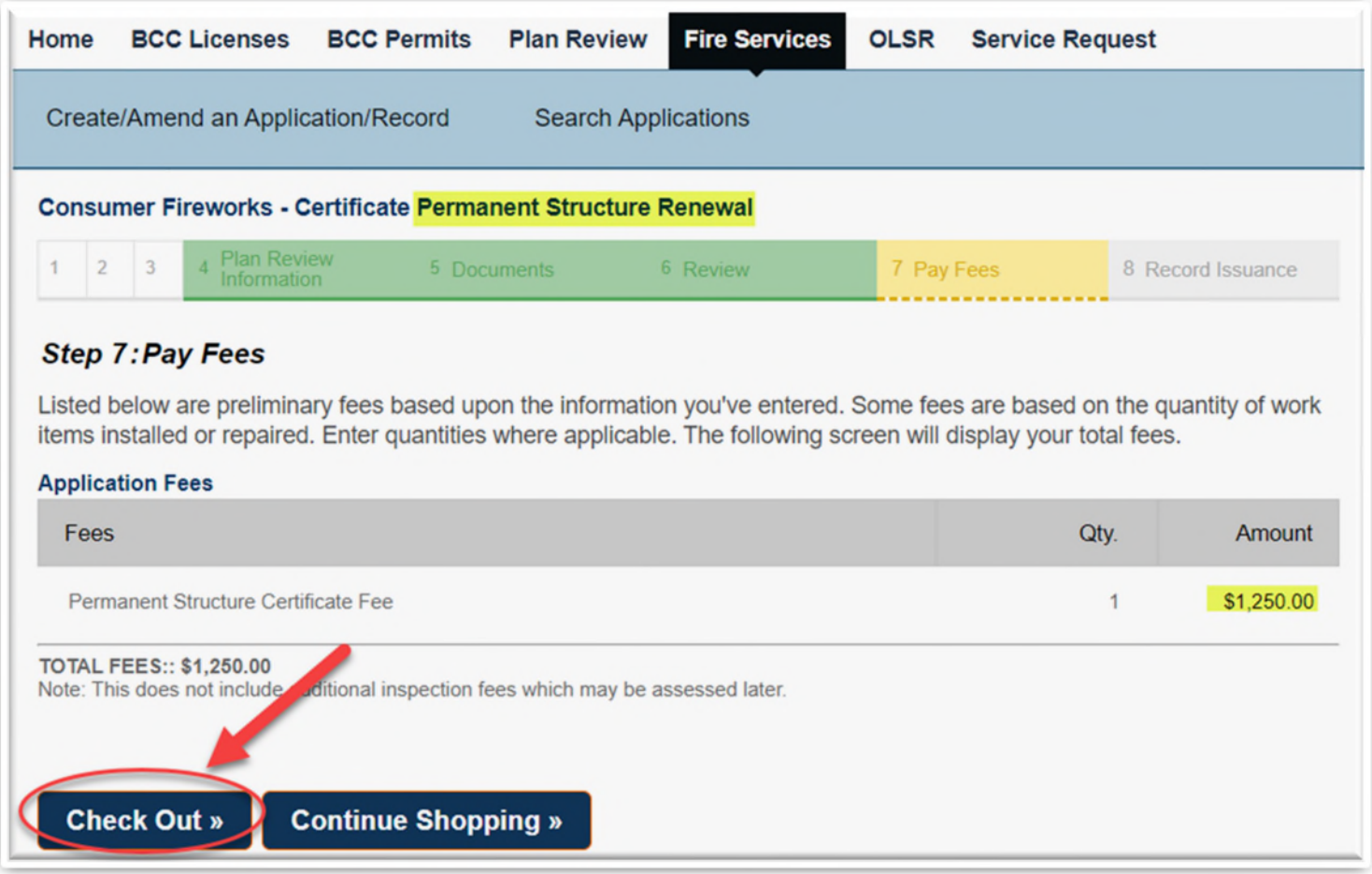
Step 7: Pay Fees

If everything is correct, click: **Check Out** and you will be redirected to the CEPAS Payment site.

The fee for a permanent consumer certificate is $1,250.00.

The fee for a temporary consumer certificate is $1,000.00.



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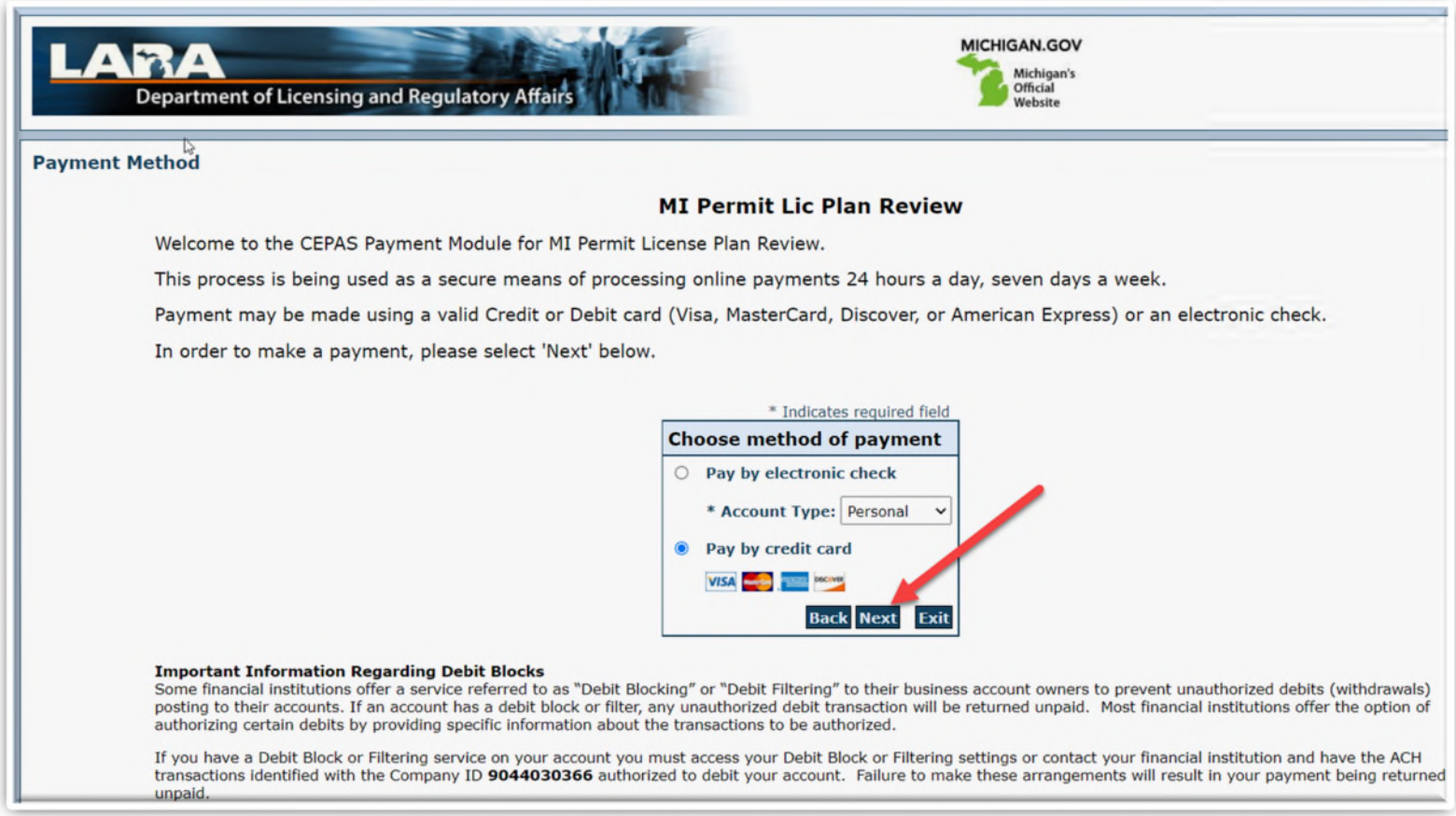
(Step 7: Pay Fees – Continued)

Click:
Pay by Electronic Check
Or **Pay by Credit Card**

Click: **Next**



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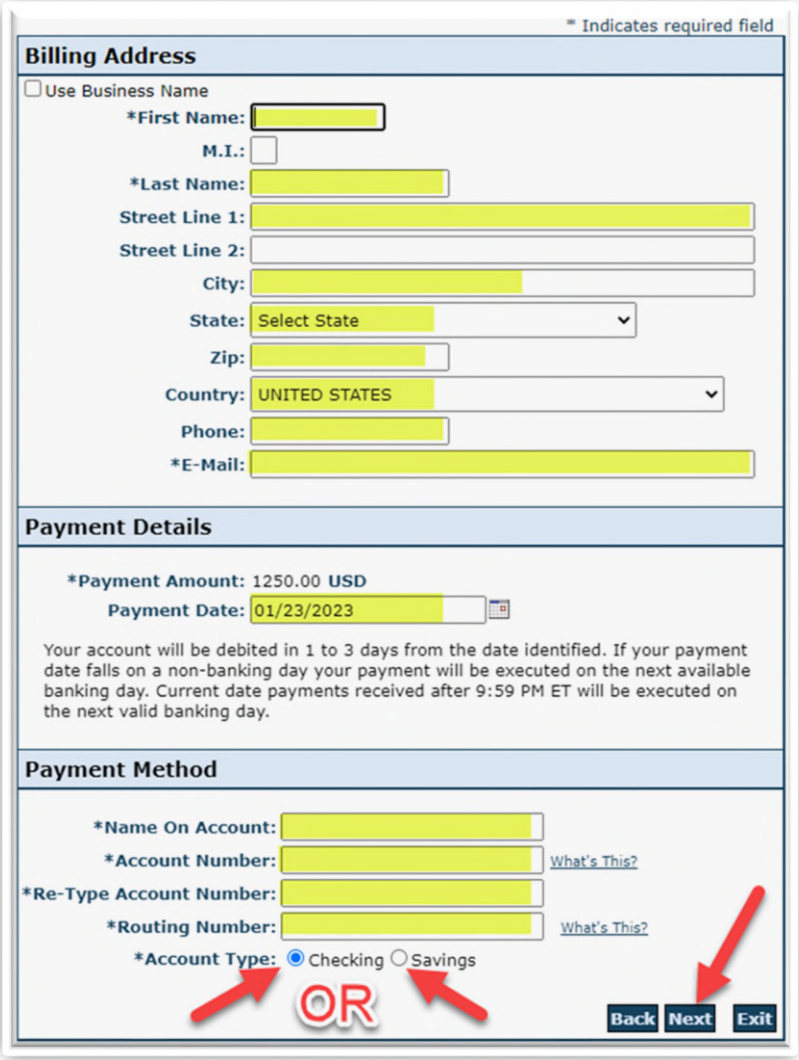
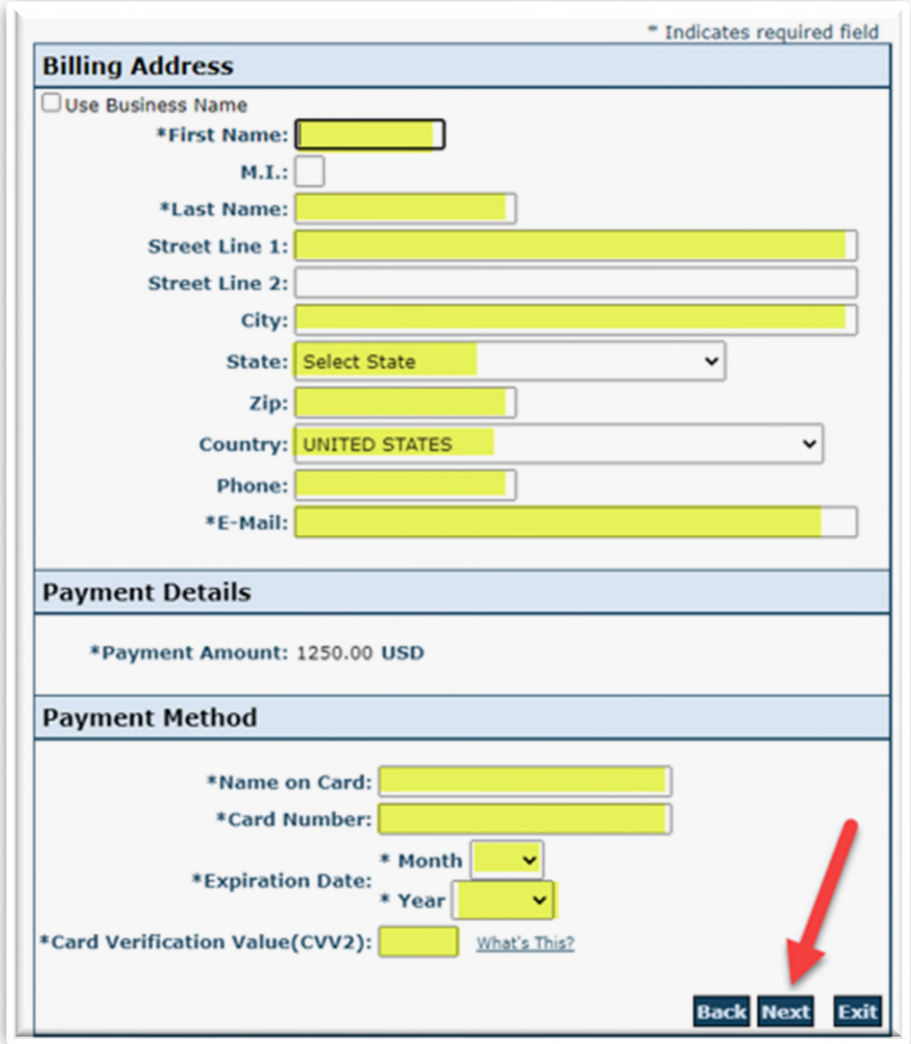
Depending on if you clicked on Electronic Check or Credit Card, these are the screens you will see.

Fill out all the highlighted fields and then Click: **Next**

Check Payment Screen



Credit Card Payment Screen



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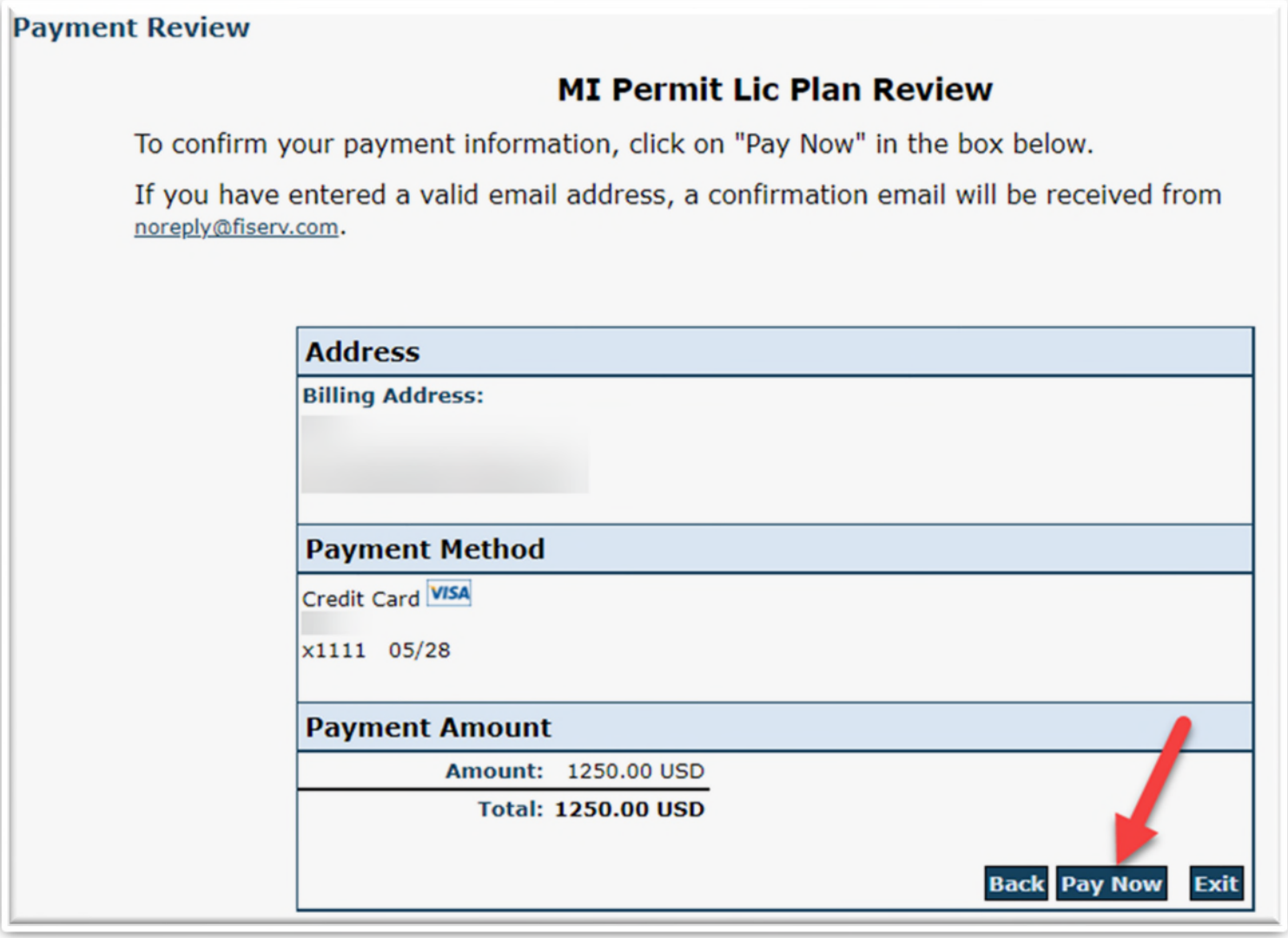
Click: **Pay Now**

(Note that the most common reason for a "**failed verification**" is because the zip code does not match what is on file with the cardholder's card company. Please verify that information with your card company if needed.)



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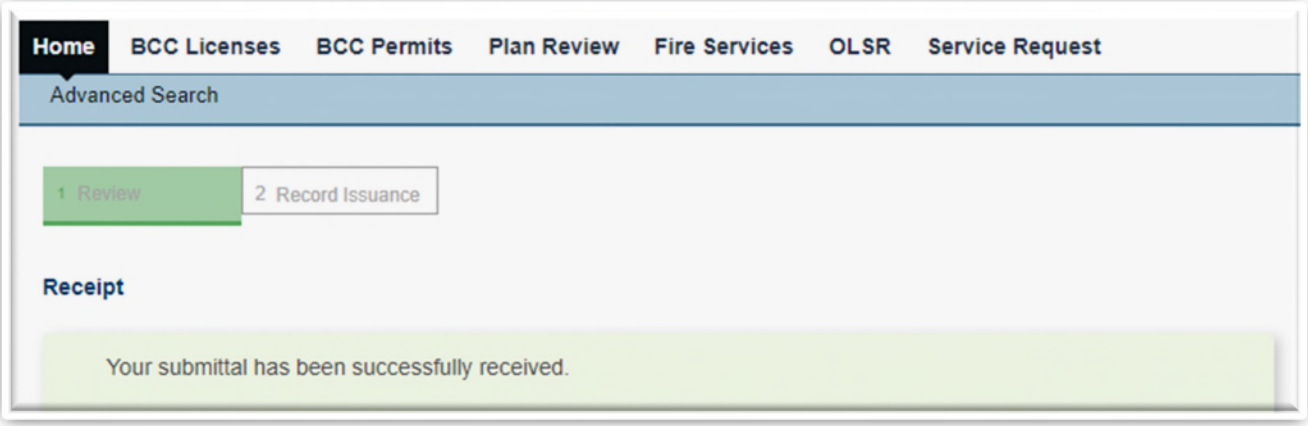
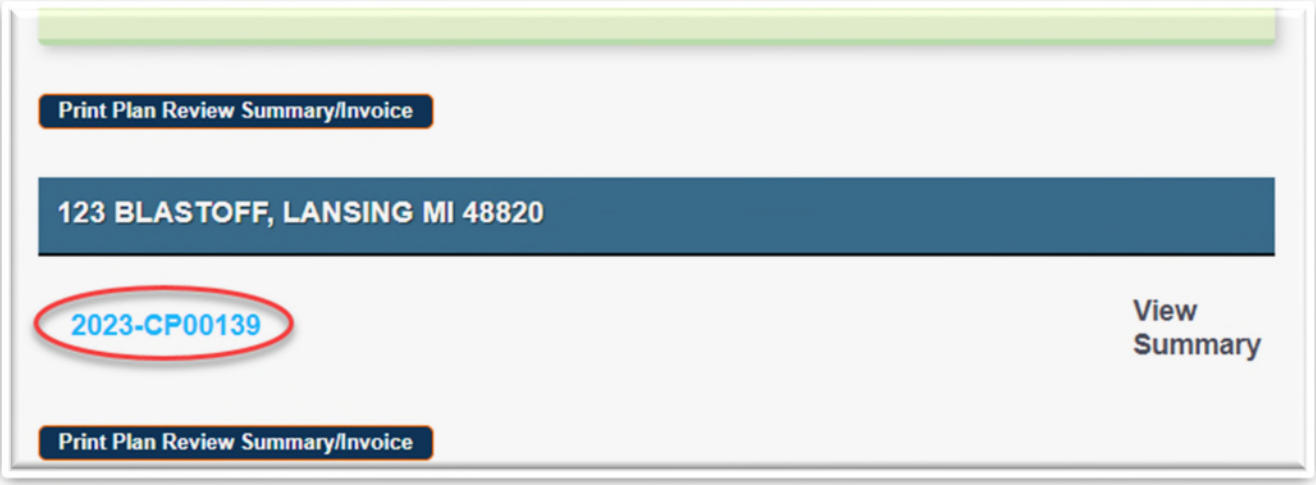
Once you have paid, you will be directed to a Receipt page that will state that your submittal has been successfully received.

Scroll to the bottom of the page and see the renewal certificate number that you have been given. You will upload any new documents needed to that renewal number.

Our office has 30 days to review your application. We will notify you of any changes needed by email.





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If you have any questions or concerns, please do not hesitate to contact us at:

fireworks@michigan.gov

Thank You!