

Fireworks

Fire Safety Fee Submittals and Cancellation process

Fireworks Safety Fee's must be remitted by the 20th of the preceding month. Failure to do so may result in a civil fine in accordance with 28.460 Sec. 10 (4)(a)(b)(c)

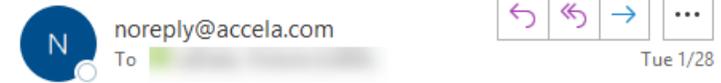
These instructions go in detail of how to submit your Fire Safety Fees for your Low Impact Registrations and or Consumer Grade Fireworks Certificate and to cancel your Registration and or Certificate.

In 2020 we have added a few changes to the Safety Fee and Cancellation process. Customers will now be adding their Safety Fees to their active and or issued Low Impact and or Consumer Certificates. The 1st of every month customers will be receiving an email from Accela stating that their Fire Safety fees are due. Also, there is a cancellation radio button that will allow you to cancel at the time you are remitting your Fire Safety Fees.

Example:

On July 1st you will receive an email to enter your monthly Fire Safety Fees for June.

Fireworks Monthly Safety Fee Reporting



RE: Monthly Firework Safety Fee Reporting & Compliance PA 256 28.460 Sec 10(3)

Time to enter your monthly Fire Safety Fees for 2020-CP00004.

Fireworks Safety Fee's must be remitted by the 20th of the preceeding month. Failure to do so may result in a civil fine in accordance with 28.460 Sec. 10 (4)(a)(b)(c)

Please note: You are required to report monthly even if no sales have taken place for that time period. A "zero" sales report shall be submitted in accordance with the above.

To get started you will want to go to:
<https://www.michigan.gov/bfs>

Then under Quick Links, you will want to click on **Accela Automation- Citizen Portal**

Click here to get to : [Accela Automation Citizen's Portal](#)

DEPARTMENT OF
LICENSING AND REGULATORY AFFAIRS

[BUREAU LIST](#) [SEARCH LICENSE TYPES](#) [VERIFY A LICENSE](#) [FILE A COMPLAINT](#) [LARA NEWS RELEASES](#) [FOIA REQUEST](#)

LARA / BUREAU LIST / FIRE SERVICES

- State Fire Marshal
- Fireworks
- Fire Fighter Training Division
- Plan Review
- Storage Tank Division
- Field Services
- NFIRS
- MI Prevention
- Marijuana Plan Reviews/Inspections

Fire Services

Welcome to the Bureau of Fire Services



Mission Statement
To provide for the protection of persons and property from exposure to the dangers of fire through inspection and fire prevention and to serve the training needs of over 30,000 fire fighters in the state of Michigan.

Vision Statement
The tenacious pursuit of providing a fire safe environment for all firefighters and citizens in the state of Michigan.

State Fire Marshal

Sign up here to receive GovDelivery announcements from the Bureau of Fire Services

[View the GovDelivery Announcements](#)

QUICK LINKS

- Contact Us
- Fire Service Directory
- Forms
- Public Acts and Administrative Rules
- FOIA Request
- BFS News Releases
- Fire Services Related Links
- Reporting and Notification of Hazardous Material Incidents
- Accela Automation | Citizen Portal**
- Fireworks Complaint Hotline

Once you click on the Accela Link, you will need to fill out:

User Name or E-mail:
&
Password:

Then click the Login button.

Announcements Accessibility Support Register for an Account [Login](#)

Verify a License

****You must have an account to apply for or renew a license****

Click [here](#) for instructions on how to register for an account

Click [here](#) for instructions on how to link and renew licenses

Would you like to renew a trade license? **YES**

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) [Fire Services](#) [OLSR](#)

Advanced Search ▾

Welcome to the new Citizen Portal

We are pleased to offer our citizens, businesses, and visitors access to government services online, 24 hours a day, 7 days a week.

In partnership with Accela, Inc., we are fulfilling our promise to deliver powerful e-government services and provide valuable information about the community while making your interactions with us more efficient, convenient, and interactive. To use ALL the services we provide you must register and create a user account. You can view information, get questions answered and have limited services as an anonymous user. We trust this will provide you with a new, higher level of service that makes living and working in our community a more enjoyable experience.

What would you like to do today?
To get started, select one of the services listed below:

Login

User Name or E-mail:

Password:

Remember me on this computer

[Login »](#)

[I've forgotten my password](#)
[Register for an Account](#)



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

Now you will want to Click on Fire Services. This is where you will be able to access all Low Impact and Consumer Fireworks Registrations/ Licenses.

Announcements Logged in as: [redacted] Collections (0) Cart (0) Account Management Logout

Verify a License

You must have an account to apply for or renew a license

Click [here](#) for instructions on how to register for an account

Click [here](#) for instructions on how to link and renew licenses

Would you like to renew a trade license? **YES**

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) [Fire Services](#) [OLSR](#)

[Dashboard](#) [My Records](#) [My Account](#) [Advanced Search](#) ▾

Hello, [redacted]

Saved in Cart (0) [View Cart](#)

There are no items in your shopping cart right now.

My Collection (0) [View Collections](#)

You do not have any collections right now.

Work in progress [View All Records](#)

Once you can see the list of all your
Fireworks records.

Click on:

Amendment

12/09/2020	CT00109	Consumer Fireworks Certificate Temporary Structure	Boom SHakalaka	1001 BARNES ST, MASON MI 48854 United States	0	laduk1vm	Safety Fee Due	Amendment
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Once you clicked on Amendment, you will see this beginning information page, informing persons about the requirements on the Fireworks Safety Fees and how the amendment process works.

Sales Reporting Amendment

1 Safety Fee Reporting	2 Review	3 Record Issuance
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Step 1 : Safety Fee Reporting > Page 1

As a Fireworks Retailer operating in Michigan you are responsible for collecting and submitting Fireworks Safety Fees. You must remit Fireworks Safety Fees on all sales of Consumer and Low Impact Fireworks no more than 20 days after the end of each month starting with the month the Certificate is issued or the registration is submitted. This requirement continues until the Consumer Certificate or Low Impact Registration expires or is cancelled.

You are also required to report zero sales no more than 20 days after the end of each month starting with the month the Consumer Certificate is issued and or the Low Impact Registration is submitted.

Please enter your Monthly Fireworks Safety Fees below. If you are done selling for the rest of the season, please change the Certificate/Registration Cancellation option to "Yes" for the last month of reporting so that your business is no longer required to enter the monthly Fireworks Safety Fees.

What information do I need to complete the amendment?

You will need your total gross sales of product that was sold for the months you are reporting for.

I am done selling for the year, what do I do next?

At the time you are entering safety fees, you may cancel. You must enter all the months that you were issued or active, including the month the registration is being cancelled for. Once you have entered those months, mark the final month's "Certificate/Registration Cancellation" field to "Yes".

I received an error that I did not enter all the required months, what do I do now?

The system will calculate the months needed to be entered by the date that you have been issued and or active. Add the month to your rows and the system will allow you to continue. If you made no sales, you must still enter each month with sales of zero.

* indicates a required field.

Scroll down to **Sales Reporting**

If you are no longer selling Fireworks for the remainder of your Certificate and or Registration, then you do have the option to cancel your certificate.

If you are ready to cancel, you may click, Yes.

The system will automatically fill in the month that you are creating the amendment.

Sales Reporting

SALES REPORT INFORMATION

Are you cancelling your Certificate or Registration?:

Month: *

Year: *

Yes No

February

2021

* indicates a required field.



Scroll down to the Monthly Safety Fee Reporting Table.

Click on:

Add a Row

Monthly Safety Fee Reporting

SALES REPORT INFORMATION

Showing 0-0 of 0

Permanent building or structure	Gross Sales Amount Reported	Gross Safety Fee	Permanent Structure Discount	Safety Fee Amount Due	Date Reported	Month	Year
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No records found.

Add a Row 



Continue Application »

Save and resume later

Now it is time for you to fill out the information that is highlighted.

The date reported will auto populate along with the amount of safety fees due.

Then click on:
Submit

SALES REPORT INFORMATION

* Permanent building or structure: Yes No

* Gross Sales Amount Reported: 1561

* Gross Safety Fee Amount Due: 93.66

* Permanent Structure Discount: 0

* Safety Fee Amount Due: 93.66

Date Reported: 02/02/2021

* Month: --Select--

* Year: --Select--

Submit Cancel

A red arrow points to the orange 'Submit' button.

Once you have entered your month, you may click on Continue Application

* indicates a required field.

Sales Reporting

SALES REPORT INFORMATION

Are you cancelling your Certificate or Registration?:

Yes No

Month: *

February ▼

Year: *

2021 ▼

Monthly Safety Fee Reporting

SALES REPORT INFORMATION

Showing 1-1 of 1

Permanent building or structure	Gross Sales Amount Reported	Gross Safety Fee	Permanent Structure Discount	Safety Fee Amount Due	Date Reported	Month	Year
No	15615	936.9	0	936.9	02/04/2021	February	2020

Add a Row ▼

Continue Application »



Save and resume later

An error has occurred.

Registration will be marked cancelled starting FEBRUARY 2021

You are required to enter the following months for reporting:

MARCH 2020

APRIL 2020

MAY 2020

JUNE 2020

JULY 2020

AUGUST 2020

SEPTEMBER 2020

OCTOBER 2020

NOVEMBER 2020

DECEMBER 2020

JANUARY 2021

FEBRUARY 2021

Sales Reporting Amendment

1 Safety Fee Reporting	2 Review	3 Record Issuance
------------------------	----------	-------------------

This screen only happens when you are missing Safety Fee months.

The system is pulling by the month issued or active.

For this example:

CT00447 was issued on February 21, 2020 .

I entered for February 2020 and continued without entering all the other required months.

Since I didn't enter all the required months, the system created the error. Now you must enter all the requested months or else the system will not let you move forward.

NOW REMEMBER SAFETY FEES ARE STILL DUE BY THE 20th of the following month so you never should be in the situation!! 😊

Now you need to fill out all the required months that the system is telling you to take care of.

Once you have entered all the required months you will

Click on: Continue Application

* indicates a required field.

Sales Reporting

SALES REPORT INFORMATION

Are you cancelling your Certificate or Registration?:

Yes No

Month: *

February

Year: *

2021

Monthly Safety Fee Reporting

SALES REPORT INFORMATION

Showing 1-1 of 1

Permanent building or structure	Gross Sales Amount Reported	Gross Safety Fee	Permanent Structure Discount	Safety Fee Amount Due	Date Reported	Month	Year
No	15615	936.9	0	936.9	02/04/2021	February	2020

Add a Row

Continue Application »

Save and resume later

Create/Amend an Application/Record Search Applications

Sales Reporting Amendment

1 Safety Fee Reporting	2 Review	3 Record Issuance
------------------------	----------	-------------------

Step 2: Review

[Continue Application »](#)

[Save and resume later](#)

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.

Record Type

Sales Reporting Amendment

Sales Reporting

SALES REPORT INFORMATION

[Edit](#)

Are you cancelling your Certificate or Registration?: No

Monthly Safety Fee Reporting

SALES REPORT INFORMATION

[Edit](#)

Permanent building or structure	Gross Sales Amount Reported	Gross Safety Fee	Permanent Structure Discount	Safety Fee Amount Due	Date Reported	Month	Year
No	5000	300	0	300	02/21/2020	January	2020
No	156	9.36	0	9.36	02/18/2021	February	2020

Now you will have the review page of all the entries that you just made.

Now if you have messed up and need to click on the edit button. You will have to resubmit all your entries.

Once you have reviewed you can

Click on Continue Application.

Now you need to pay your fees.

Click on:
Check out

If you have multiple locations

Click on:
Continue Shopping and it will add your Fire Safety Fees to your Cart so you can pay all at once.

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. Enter quantities where applicable. The following screen will display your total fees.

Application Fees

Fees	Qty.	Amount
Fire Safety Fee	720	\$720.00

TOTAL FEES:: \$720.00

Note: This does not include additional inspection fees which may be assessed later.

[Check Out »](#)

[Continue Shopping »](#)

Click on:
Checkout

Cart

1 Select item to pay	2 Payment information	3 Receipt/Record issuance
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Step 1: Select item to pay

Click on the arrow in front of a row to display additional information. Items can be saved for a future checkout by clicking on the Edit cart and Choosing Pay Later link.

PAY NOW

You are required to pay all fees that have been assessed during the application process prior to staff reviewing your application. If you are unable to pay now see the Pay Later section below.

1 Application(s) | \$720.00

Total due: \$720.00

Total amount to be paid: \$720.00

Note: Application fees are non-refundable.

[Checkout »](#)

[Edit Cart »](#)

[Continue Shopping »](#)

Click on:
Electronic Check
Or
Credit Card

Click on:
Next

Payment Method

MI Permit License Plan Review

Welcome to the CEPAS Credit Card Processing Payment Module for MI Permit License Plan Review.

This process is being used as a secure means of processing online payments 24 hours a day, seven days a week.

Payment may be made using a valid Credit or Debit card (Visa, MasterCard, or Discover).

In order to make a payment, please select 'Next' below.

* Indicates required field

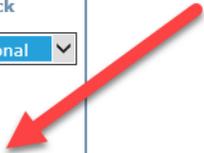
Choose method of payment

Pay by electronic check

* Account Type:

Pay by credit card



Important Information Regarding Debit Blocks

Some financial institutions offer a service referred to as "Debit Blocking" or "Debit Filtering" to their business account owners to prevent unauthorized debits (withdrawals) posting to their accounts. If an account has a debit block or filter, any unauthorized debit transaction will be returned unpaid. Most financial institutions offer the option of authorizing certain debits by providing specific information about the transactions to be authorized.

If you have a Debit Block or Filtering service on your account you must access your Debit Block or Filtering settings or contact your financial institution and have the ACH transactions identified with the Company ID **9044030366** authorized to debit your account. Failure to make these arrangements will result in your payment being returned unpaid.

International ACH Transactions (IAT)

Payments processed through this website are intended only for domestic ACH payments not associated with a foreign bank account, which would classify it as an International ACH Transaction (IAT). If your domestic bank account is funded or otherwise associated with a foreign bank account you must pay via an alternate payment.

Check Payment

Depending on if you clicked on Check or Credit Card these are the screens you will have. Fill out all the fields and then Click: **Next**

Billing Address Screen

Use Business Name

*First Name:

M.I.:

*Last Name:

*Street Line 1:

Street Line 2:

*City:

*State:

*Zip:

*Country:

*Phone:

*E-Mail:

Payment Details

*Payment Amount: 50.00 USD

Your account will be debited in 1 to 3 days from the date identified. If your payment date falls on a non-banking day your payment will be executed on the next available banking day. Current date payments received after 11:59 PM ET will be executed on the next valid banking day.

Payment Method

*Name On Account:

*Account Number: What's This?

*Re-Type Account Number:

*Routing Number: What's This?

*Account Type: Checking Savings

Credit Card Payment Screen

MI Permit License Plan Review

If you have entered a valid email address, the confirmation email will be received from noreply@fiserv.com.

To continue the payment process, click the "Next" button in the box below.

Billing Address

* Indicates required field

Use Business Name

*First Name:

M.I.:

*Last Name:

*Street Line 1:

Street Line 2:

*City:

*State:

*Zip:

*Country:

*Phone:

*E-Mail:

Payment Details

*Payment Amount: 50.00 USD

Payment Method

*Name on Card:

*Card Number:

*Expiration Date:

*Card Verification Value(CVV2): What's This?

Click:
Pay Now

MI Accela LARA

ay Now" in the box below.

ormation email will be received from noreply@fiserv.com.

Address
Billing Address: [Redacted]
Payment Method
Credit Card  [Redacted]
Payment Amount
Amount: 50.00 USD
Total: 50.00 USD
Back Pay Now Exit



Once you have paid, it should. Take you back to Accela and show your receipt for the record(s) you have updated and paid safety fees for.

Home BCC Licenses BCC Permits Plan Review Fire Services OLSR

Dashboard My Records My Account Advanced Search ▾

1 Select item to pay 2 Payment information 3 Receipt/Record issuance

Step 3: Receipt/Record issuance

Receipt

Your submittal has been successfully received.
Your application will be reviewed. Please check your account for updates regarding the status of this application and for any additional actions required from you to move forward with the plan review process by Searching Applications and selecting this record number.
Once your application is approved you will be notified by the department.
If you selected to pay by paper check, please print the Summary-Invoice page and mail a copy with your check. See invoice for mailing information.

2020-1 Copy Record