

# Request for Fireworks Conveyance Permit

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Agency/Department Name]

[Agency/Department Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a fireworks conveyance permit for [specific event or occasion] scheduled to take place on [date]. The event will be held at [location of the event], and we anticipate an attendance of approximately [number of attendees].

We understand the importance of safety and compliance with local laws and regulations regarding the use of fireworks. To this end, we assure you that all necessary safety measures will be implemented during the transportation and handling of the fireworks.

Enclosed with this letter are the required documents pertaining to our request, including [list any attached documents, e.g., proof of insurance, event plan, etc.].

We appreciate your attention to this matter and look forward to your prompt response. Should you need any further information or clarification, please feel free to contact me at [your phone number] or [your email address].

Thank you for considering our request.

Sincerely,

[Your Name]

[Your Title/Organization]