



Laser Display Permit Application Process

With the recent upgrade to our Mobile Eyes system we would like to direct all Laser Display/Exhibit permit applicants to create an account and upload their application and plans through the Contractor Permit Portal. The permit application, fee schedule and information for our online payment portal are available in the documents library for your use and below is the direct link where you can create an account.

http://www.mobile-eyes.com/PA_index.asp

STEP 1:

You must select
Orange County Fire Rescue
in the City/Dept: drop down box.

STEP 2:

Once you click on  (Apply for a Permit) search for the address of the location where the display will be held: (LESS IS MORE WITH THIS PROGRAM: Start with just the numerical part of the address)



Orange County Fire Rescue Department
Office of the Fire Marshal – 7079 University Blvd. Winter Park, FL 32792
Phone: 407-836-0004 - Fax: 407-836-8310



STEP 3:

NO NEED TO UPDATE THE PROPERTY OWNER INFO

- Just click

Save & Continue

New Permit application - Step 2 (Property Owner)

1. Address 2. Property Owner 3. Occupant 4. Job Setup 5. Review/Print/Submit

First Name:
Last Name:
Business Name: Rosen Shingle Creek (if property owner is a business).
Phone: 866-996-9939
Phone (After Hours):
Cell Phone:
Fax:
Address: 9939 Universal Blvd
Suite: Do not include "Suite" or "Ste"
City: Orlando
State: FL (Florida)
Zip Code: 32819
Email: N/A@na.com
Field is required

Save & Continue I want to try and find an existing address Main Menu

STEP 4:

Please be sure to select from the
EXISTING Occupant List
the correct occupant will be
based on your
Event type and year:
(Example: 2025 Laser Effect)

New Permit application - Step 3a (Select Occupant)

1. Address 2. Property Owner 3. Occupant 4. Job Setup 5. Review/Print/Submit

Occupants at: 9939 Universal Boulevard

If the permit request is for the structure and not a specific occupant, select (or create) the 'shell' occupant.

Create building shell for:
Laundry Building
Operations Building

Structure	Occupant	Suite	Comm/Res
Rosen Shingle Creek	2022 Tradeshow		Other Select
Rosen Shingle Creek	2022 Tradeshow		Commercial Select
Rosen Shingle Creek	2023 Laser Effect		Commercial Select
Rosen Shingle Creek	2023 Laser Effect		Commercial Select
Rosen Shingle Creek	2023 Open Flame		Commercial Select
Rosen Shingle Creek	2023 Open Flame		Commercial Select
Rosen Shingle Creek	2023 Pyrotechnics		Commercial Select
Rosen Shingle Creek	2023 Pyrotechnics		Commercial Select

I can't find the Occupant I want to try and find an existing address Main Menu

STEP 5:

When the pop up box ask
Does... 2025 Laser Effect
...still occupy this space/suite?

click **YES**

Current or Not?

Does...
2025 Laser Effect
...still occupy this space/suite?

Yes No Cancel



STEP 6:

Job Type: will be
Fire Prevention Permits

Job Description:

Enter the Event name as
well as the date
and time of the Event

Square Feet: 0 (Zero)

Project Cost: 0 (Zero)

MhilaFvac New Permit application - Step 4 (Job Setup)

1. Address 2. Property Owner 3. Occupant 4. Job Setup 5. Review/Print/Submit

• Job Type: Fire Prevention Permits

• Job Description: 1,000 character limit.

• Square Feet: 0 If sq. ft. does not apply, enter 0

• Project Cost: \$0

Contractor Comments: This field is for communicating with the city/municipality during the application process. It is discarded once the application is accepted. If you want information to remain with the final job, add it into the job description instead.

• Field is required

Save & Continue Select Occupant Main Menu

STEP 7:

Upload:

- Completed Application
- Payment confirmation email
- Plans
- Any other supporting documents.

Upload Files:

☐ All submittals require a completed application, payment confirmation email, plans and all other supporting documentation.

Browse...

Each file must be less than 2 GB File over 2GB? Try compress.smallpdf.com

-no uploaded files-

A complete set of plans is required for submittal.

At least one attachment required.

Your application is saved. Click Main Menu if you do not want to submit it yet.

Submit Application Main Menu Delete

Print Preview



ORANGE COUNTY FIRE RESCUE DEPARTMENT
OFFICE OF THE FIRE MARSHAL – 7079 University Blvd. Winter Park, Florida 32792
Office: (407) 836-0004 Fax: (407) 836-8310



Date: _____

Fire Dept. Permit #: _____
(Fire Dept. Office Use Only)

Permit Application for Laser Display/Exhibit

(Permit Fee of \$111.00 is not refundable)

(Applicant will Upload a Sets of Plans [Include Site and/or Floor Plans] and Product Submittal Data Sheets With This Application)

Applications must be submitted 21 days prior to the show or an Expedited Plans Review fee of \$277.00 will be charged.

Type of Laser (check one)		
Laser Light Show ☐	Medical - Class IIIB and above ☐	Other ☐
Show Name:		
Show Address:		
Booth #	Exhibit Name:	
Business Name:		
Business Address:		
Telephone #:	Fax #:	Email:
Operator or On Site Safety Officer's Name:		Email:
Permanent Address:		
Telephone #:		Fax #:
Laser Manufacturer and Model #:		
Accession # or FDA #		Federal License # (if applicable):
Bond/Certificate of Insurance in the amount of:		
Starting Date:		Ending Date:
(PER AUTHORITY HAVING JURISDICTION)		

Conditions of Permit
The use of lasers is permitted on OCCC premises, with prior approval from the Fire Marshal, provided Lessee or exhibitor provides detailed information to OCFRD for review and adheres to the following conditions: 1. The applicant shall have a site inspection and approval by the Orange County Fire Rescue Department prior to conducting an event. 2. Lasers must comply with <i>Florida Administrative Code Chapter 64E-4 Control of Nonionizing Radiation Hazards</i>, NFPA 115 – <i>Standard for Laser Fire Protection</i>, and Florida Department of Health, State Bureau of Radiation regulations. 3. All lasers must be registered with the Florida Department of Health, State Bureau of Radiation. A separate registration is required for each location of intended use. Out of State lasers brought into the state for temporary use require notification to the Florida Department of Health, State Bureau of Radiation. 4. The Laser Safety Officer must establish and supervise a program of laser radiation safety for compliance with all applicable rules. 5. Laser system users and staff must be trained on fire safety features prior to the lasers first use and at least annually thereafter. 6. Staff members must be trained in the use of portable fire extinguishers. 7. All training must be documented and available for review. 8. For open air shows where a laser beam is projected into the sky, requestor must submit basic beam information of intended laser use and a copy of the notification provided to the Federal Aviation Administration.

I hereby certify that I have read this application and that all information contained herein is true and correct to the best of my knowledge. I agree to comply with all state statutes, county ordinances, federal, state, and local regulations. I certify that I am authorized by the organization named herein to act as its agent for the herein-described activity. I and the organization on whose behalf I make this application, hereby represent, stipulate, contract, and agree that we jointly and severally indemnify and hold the County harmless against all liability, including court costs and attorney fees, for any and



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all claims for damage to property, or injury to or death of persons arising out of or resulting from issuance of the permit or the conduct or the activity of which it was issued for and the actions or failure to act on the part of the applicant's representatives, employees, agents, servants, assignees, invites, or any persons connected to the applicant.

Notice:

The name of the person signing, along with their title, is to be typed immediately below the signature line.

Signature:

Name (Printed or Typed):

Title (Printed or Typed):

Office of the Fire Marshal Use Only

Clearances: (May be obtained by phone)

Fire Department: ☐ Approved ☐ Disapproved

Fire Official's Representative:	Date:
Reviewer's Comments:	



Orange County Fire Rescue Department Checklist for a Laser Display

(Laser Display/Exhibit)

Office of the Fire Marshal - 7079 University Blvd. Winter Park, FL 32792

Phone: 407-836-0004 Fax: 407-836-8310

For **A Laser Display/Exhibit Permit** the following must be provided:

1. Complete application form
2. Fire watch request letter (on the venue's letterhead)
3. Permission letter from the venue
4. Payment receipt for the required fees
 - a. Application fee, \$111
 - b. Late fee / expedited review fee, \$277 – (If applicable)
5. Narrative of the event including
 - a. Sketch showing the location of: the laser, operators, performers, viewers, beam paths, viewing screens, walls, mirror balls, and other reflective/diffuse surfaces which may be struck by laser beams, scanning beam patterns scanning velocity and frequency in occupied areas and where beam strikes wall or other structure, radiometric measurement data including output power and location of all measurements
 - b. Class of laser
6. Site plan for the event including the location of the audience and elevation view
7. Product list & MSDS (Material Safety Data Sheets)
8. Supplemental fire protection features and emergency response procedures
9. Proof of insurance
10. Laser License from the FL Health Department



Now Available

E-Bill Express from Orange County Fire Rescue!

Below is the website for our new Payment Portal for all payments. Please submit the **email confirmation** (example attached) of payment along with your permit application.

Next to the **Payment Type** click on the symbol with the box and pencil to add your Show Name and Event date.

Customer Name or Business Name 	Primary Telephone Number Mobile ▾	Payment Amount \$	Payment Type Select C ▾ 
First Name (optional)	Primary Email Address 	Payment Method ▾ Add A Payment Method	
Middle Name (optional)		Pay Date 4/24/2017 	
Last Name (optional)		Invoice Number (if applicable) (optional)	

Payments confirmed before 8:00 PM ET will be debited from your bank account or credit card on the same day. Payments confirmed after 8:00 PM ET will be debited from your bank account or credit card the following business day.

[Continue to Payment](#)



For your convenience you can make your secure payment

ONLINE using a credit card or funds withdrawn directly

from your bank account (ACH).



<https://www.e-billexpress.com/ebpp/OCFRDBillPay/>

From: OFMPermits@ocfl.net
Sent: Friday, June 02, 2017 1:00 PM
To: OFMPermits@ocfl.net
Subject: Your one-time Payment to Orange County Fire Rescue Department has been initiated

From: E-BillExpress@E-Billexpress.com
Date: June 2, 2017 at 9:42:25 AM EDT
To: OFMPermits@ocfl.net
Subject: Your one-time Payment to Orange County Fire Rescue Department has been initiated



Your One-time Payment to Orange County Fire Rescue Department is being processed.

Customer Name or Business Name: Orange County
BCC
Account Name: Orange County
BCC
Payment Account: Visa ****1234
Payment Amount: \$80.00
Total Amount: \$80.00
Creation Date: Friday, June 02, 2017
Payment Date: Friday, June 02, 2017

1 Item paid with this One-time Payment

Confirmation #	Customer Name or Business Name	Payment Amount	Payment Type	Additional Information
3008121234	Orange County BCC	\$80.00	01 - Permitting (OFM)	Show Name and Event Date

Please **DO NOT** reply to this email. This email message was sent from a notification address that cannot accept incoming email.

To contact us, [click here](#) and review the Contact Us section on our web site.