

**Application for Approval/Registration of Pyrotechnic Special Effects Materials**

**Part I Applicant**

Name of Applicant*/ Company or Organisation*		HKIC No.* (if applicable)	
Postal Address			
Telephone Number		Fax Number	
For Company applicant, please fill in below.			
Name of Contact Person		Tel. No.	
		Email Address	
Business Registration Certificate No.			

\*Please provide the alphabet and the first three digits and use 'X' to represent the rest of digits, e.g. A 123XXX(X)

**Part II Information on pyrotechnic materials**

Manufacturer					
Manufacturer Address					
Item No.	Type of products	UN No.	HCC	NEQ (g)	SL* (with MD) / ED*
Notes:					
(i) Use continuation sheet(s) if necessary.					
(ii) HCC = Hazard Classification Code, NEQ = Net Explosives Quantity, SL = Shelf Life, MD = Manufacture Date and ED = Expiry Date. If the SL is given, the MD should also be given alongside.					

\*Delete where appropriate

**Part III Information on Packaging**

Item No. (same as those in Part II)	UN Packaging Mark	Packaging Certificate No.	Details of Inner Packaging

Note: Use continuation sheet(s) if necessary.

**Part IV Checklist on Supporting Documents (Available  , Not-available  ) (for an applicant who has not submitted the following supporting documents to the Authority for review before)**

- |   |                          |   |                          |
|---|--------------------------|---|--------------------------|
| (a) Material Safety Data Sheet          | <input type="checkbox"/> | (g) Packaging certificate                       | <input type="checkbox"/> |
| (b) UN Classification Certificate       | <input type="checkbox"/> | (h) Lab. Test reports (UN classification tests) | <input type="checkbox"/> |
| (c) Drawings & technical specifications | <input type="checkbox"/> | (i) Approval for use given in other countries   | <input type="checkbox"/> |
| (d) Composition & NEQ                   | <input type="checkbox"/> | (j) Manufacturer’s QC /QA document              | <input type="checkbox"/> |
| (e) After-effects                       | <input type="checkbox"/> |   |                          |
| (f) Shelf life or expiry date           | <input type="checkbox"/> |   |                          |

Notes:

- (i) Lacking in any of the essential supporting documents (a) to (f) will result in rejection of the application.
- (ii) Drawings & technical specifications should include information on duration and height of effects, fallout radius, all-fire and no-fire currents.
- (iii) After-effects should include toxicity of fumes and other by-products generated from the discharge.

**Part V Declaration**

I declare that all the information and supporting documents are, to the best of my knowledge and belief, both true and correct. I shall notify the Entertainment Special Effects Licensing Authority in writing immediately if any of the above information and documents are revised or updated.

\_\_\_\_\_  
Signature of Applicant #

\_\_\_\_\_  
Signature’s Name in Block Letters

\_\_\_\_\_  
Position Held in Company

\_\_\_\_\_  
Date

# If limited company, company’s chop and the signature of a company manage or director.

**Entertainment Special Effects Licensing Authority**  
**Guidelines on Application for Approval/Registration of PSEM**

1. Under section 14 of the Entertainment Special Effects Ordinance (ESEO), all PSEM shall have already been approved/registered and included in the register by this Authority before they may be supplied, conveyed, stored or used in Hong Kong. Upon approval of this application, the pyrotechnic material will be approved as PSEM. It can then be imported, and subsequently be conveyed, stored or discharged upon the issue of the necessary permits/licences by the Entertainment Special Effects Licensing Authority in accordance with the relevant provisions of the ESEO.
2. An application for approval/registration of PSEM may be made by a body incorporate, a partnership or an individual of at least 18 years of age. The application is free of charge.
3. Different products may be included in one application form, but they should all be produced by one manufacturer. Use a different application form for product(s) from a different manufacturer.
4. Use the same Item No. (for each type of the product) throughout the application form, e.g. in Part II and Part III. In completing Part III, manufacturer may use the same type of outer packaging (e.g. fibreboard box with the same UN Packaging Mark) for different products in a shipment. In this case, their different Item Nos. may be grouped under one row.
5. The UN Package Mark is printed on the outer packaging and is prefixed by the UN symbol, followed by a string of alphabets and numerals as defined in the International Maritime Dangerous Goods (IMDG) Code, e.g.  
  
4G/Y30/S/\*\*/USA/FT00 , where \*\* denoted the year of manufacture.
6. The Packaging Certificate is issued by a Competent Authority, or an organization recognized by a Competent Authority, and is supported by testing in accordance with the relevant provisions of the IMDG Code.
7. For an applicant who has not submitted the supporting documents to the Authority for review before, he/she shall mark the Item No(s) of the product(s) clearly on each of the supporting documents to which it is applicable so as to facilitate processing of the application. Lacking in any of the essential supporting documents (a) to (f) in Part IV will result in rejection of the application.
8. Enquiries may be directed to the Special Effects Licensing Section (SELS) of the Cultural and Creative Industries Development Agency:  
Room 3917, 39/F, Revenue Tower, 5 Gloucester Road, Wanchai, Hong Kong  
Tel. : 2594 0465 or 2594 0466  
Fax : 3101 0929  
E-mail : [esela@ccidakh.gov.hk](mailto:esela@ccidakh.gov.hk)  
The completed form, together with the supporting documents, should be sent to the SELS.

### **Statement of Purpose of Providing Personal Data**

1. The personal data provided in this application will be used for the purpose of processing the application.
2. The personal data in this application may be disclosed to any relevant government departments and kept by these departments for the purpose of processing this application.
3. According to the Personal Data (Privacy) Ordinance, the applicant has a right of access and correction with respect to the personal data provided in this application. The right of access includes the right to obtain a copy of the personal data provided in this application.
4. Enquiries regarding the personal data collected on this application, including checking and amendment of data, may be directed to the Special Effects Licensing Section of the Cultural and Creative Industries Development Agency.