# CITY OF NOVI CITY COUNCIL
# NOVEMBER 9, 2026

**SUBJECT:** Consideration of a request for Fireworks Display Permit by City of Novi Community Relations, to be operated by ACE Pyro, on Friday, November 20, 2026 for the community event, Light the Lights to be held at Twelve Mile Crossing at 44175 W 12 Mile Rd, Novi, MI 48377.

**SUBMITTING DEPARTMENT:** City Clerk

**KEY HIGHLIGHTS:**

- The City of Novi Community Relations department has requested a Fireworks Display permit for the Light the Lights event, scheduled for November 20, 2026.
- The fireworks show will be launched from the parking lot South of Emagine Theater at Twelve Mile Crossing.
- ACE Pyro has overseen several fireworks displays in Novi over the past several years.

**BACKGROUND INFORMATION:**

The Michigan Fireworks Safety Act requires the applicant to furnish adequate insurance coverage with the Fireworks Permit Application. The Certificate of Liability Insurance is acceptable and provides an endorsement listing the City of Novi as an Additional Insured.

The Novi Fire Department has conducted a site inspection, and an additional inspection will occur once the show is complete. Additional Police and Fire Department personnel will be assigned for the duration of the event to ensure that all safety measures and processes are adhered to according to the fireworks permit.

The City ordinance includes standards for Council review of applications as follows:

c. The city council may, but is not obligated to, issue a permit in consideration of whether:

1. The permit application is complete and conforms to the requirements of this chapter.

2. The proposed discharge of fireworks will have an adverse effect upon the public.

3. The time, duration and location of the fireworks will unreasonably disturb the peace of neighboring property owners.

4. Any other reason that affects the public health, safety, and welfare.

**RECOMMENDED ACTION:** Consideration of a request for Fireworks Display Permit by City of Novi Community Relations, to be operated by ACE Pyro, on Friday, November 20, 2026 for the community event, Light the Lights to be held at Twelve Mile Crossing at 44175 W 12 Mile Rd, Novi, MI 48377.

NOVI CITY CLERK'S OFFICE
45175 TEN MILE ROAD
NOVI, MI 48375
(248) 347-0456
Fax (248) 347-0577

# FIREWORKS PERMIT APPLICATION
## Chapter 22 – Article VI (Section 22-112)

**APPLICATION MUST BE MADE AT LEAST 45 DAYS PRIOR TO THE DATE OF THE PROPOSED DISPLAY**

### Section 1: Applicant Information

Business name/Organization name: ACE PYRO, LLC

Business Contact Person's Name: ANDREW LEONARD

Business Address: 13001 E. AUSTIN RD, MANCHESTER MI 48158 Business Phone: 734.428.0900

### Section 2: Operator Information

Lead Pyrotechnician Name: ANDREW LEONARD

Company Name: ACE PYRO, LLC

Address: 13001 E. AUSTIN RD. MANCHESTER, MI 48158

ATF License/Permit Number: 4-MI-161-20-0D-12625

Age of Pyrotechnic Operator 18 years or older? ☒ Yes ☐ No

No. Years of Experience: 10+ No. Displays: 50+ Where: MI, OH, IL, IN, WI, NY

*(Attach documentation verifying operator's identity, qualifications, and training)*

Assistant Pyrotechnician Name: _____

Address: _____

ATF License/Permit Number: _____

Age of Pyrotechnic Operator 18 years or older? ☐ Yes ☐ No

*(Attach documentation verifying operator's identity, qualifications, and training)*

### Section 3: Display Details

Date of event: 11/20/2026 Time of Display: 7:00 pm Length of Display: APPROX 5 min

Address of event: SOUTHWEST PARKING LOT, 12 MILE CROSSING MALL, NOVI MI 48377

*(Must provide a scaled drawing of the site, including, but not limited to, surrounding buildings, the display site as described by NFPA 1123, the spectator viewing area, and the parking areas)*

Property owner name: _____

Property owner email address _____ Phone #: _____

Purpose of event (e.g., Independence Day celebration, fair): CHRISTMAS TREE LIGHTING



Revised May 2025

Type of and number of fireworks to be discharged (attach additional pages if more space is required):

| | | |
|---|---|---|
| Approx | 200 | 3" shells |
| Approx | 200 | 2.5" shells |

**Section 4: Documentation Checklist (All items are required)**

☐ **Completed application form.**
☐ **Proof of Age (18+) for all Pyrotechnician Operators:** Copy of government-issued photo ID
☐ **ATF Commercial Fireworks License/Permit:** (Attach copy)
☐ **Operator Qualifications:** Documented experience and training (as per NFPA 1123)
☐ **Scale Drawing of Display Site:** Include buildings, spectator area, and parking
☐ **Proof of Insurance:** Liability insurance per city requirements (attach certificate)
☐ **Additional Insured Endorsement Certificate:** Separate page naming the City of Novi as an additional insured. (attach copy)
☐ **State of Michigan Fireworks Permit:** Completed state application form
☐ **Application Fee:**

- ☐ First Application – $750.00
- ☐ Second Application – $1000.00
  *(Payment must be submitted with this application; non-refundable)*

**Section 5: Certification**

I, the undersigned, certify that the information provided in this application is true and complete to the best of my knowledge. I agree to comply with all federal, state, and municipal laws, including NFPA 1123 standards and any conditions set by the City Fire Marshal.

APPLICANT'S SIGNATURE — DATE 9/27/26

# 2026 Application for Fireworks Other Than Consumer or Low Impact

| FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY |
|---|
| DATE PERMIT(S) EXPIRE: |

| Authority: 2011 PA 256 | The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board. |
|---|---|

TYPE OF PERMIT(S) (Select all applicable boxes)

- ☐ Agricultural or Wildlife Fireworks
- ☐ Articles Pyrotechnic
- ☑ Display Fireworks
- ☑ Public Display
- ☐ Private Display
- ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

| NAME OF APPLICANT | ADDRESS OF APPLICANT | AGE OF APPLICANT 18 YEARS OR OLDER |
|---|---|---|
| Ace Pyro, LLC | 13001 E Austin Road, Manchester, MI | ■ YES ☐ NO |
| NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER | ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER | |
| John Pepe | 13001 E Austin Road, Manchester, MI | |
| IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT) | ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT) | TELEPHONE NUMBER |
| | | 734.428.0900 |
| NAME OF PYROTECHNIC OPERATOR | ADDRESS OF PYROTECHNIC OPERATOR | AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER |
| Andrew Leonard | 13001 E Austin Road, Manchester, MI | ■ YES ☐ NO |

| NO. YEARS EXPERIENCE | NO. DISPLAYS | WHERE |
|---|---|---|
| 10+ | 50+ | MI, IL, IN, WI, NY |

| NAME OF ASSISTANT | ADDRESS OF ASSISTANT | AGE OF ASSISTANT 18 YEARS OR OLDER |
|---|---|---|
| | | ☐ YES ☐ NO |
| NAME OF OTHER ASSISTANT | ADDRESS OF OTHER ASSISTANT | AGE OF OTHER ASSISTANT 18 YEARS OR OLDER |
| | | ☐ YES ☐ NO |

EXACT LOCATION OF PROPOSED DISPLAY

Southwest parking lot, 12 Mile Crossing Mall, Novi, MI 48377

| DATE OF PROPOSED DISPLAY | TIME OF PROPOSED DISPLAY |
|---|---|
| 11/20/2026 | Approx 7pm |

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT

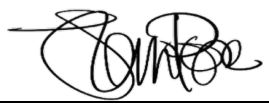
None, fireworks will be brought from company storage on display date

| AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) | NAME OF BONDING CORPORATION OR INSURANCE COMPANY |
|---|---|
| $10,000,000 | Acrisure |

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY

3737 Park East Dr, Ste 204, Beachwood, OH 44122

| NUMBER OF FIREWORKS | KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed) |
|---|---|
| Approx. 200 | 3" shells |
| Approx. 200 | 2.5" shells |
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| SIGNATURE OF APPLICANT | DATE |
|---|---|
|  | 9/2/2026 |

# Application for Fireworks Other Than Consumer or Low Impact

| NUMBER OF FIREWORKS | KIND OF FIREWORKS TO BE DISPLAYED |
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## Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
    - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
    - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
    - Display Fireworks – 1.3G fireworks for professional use only
    - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
    - Public Display – a fireworks display that is open to all persons for viewing.
    - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator.
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the Michigan Fireworks Safety Act, PA 256 of 2011, MCL 28.466, Section 16.
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display.** DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.

# 2026 Permit for Fireworks Other than Consumer or Low Impact

| Authority: 2011 PA 256 | The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin,color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board. |
|---|---|

***This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.***

TYPE OF PERMIT(S) (Select all applicable boxes)

☐ Agricultural / Wildlife Fireworks ☐ Articles Pyrotechnic ☒ Display Fireworks

☒ Public Display ☐ Private Display

☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

**FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.**

PERMIT(S) EXPIRATION DATE
(ENTER DATE OF EXPIRATION)

NAME OF PERSON PERMIT ISSUED TO
ACE Pyro LLC

AGE (18 YEARS OR OLDER)
☑ YES ☐ NO

ADDRESS OF PERSON PERMIT ISSUED TO
13001 E Austin Rd, Manchester, MI 48158

NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION
ACE Pyro LLC

ADDRESS
13001 E Austin Rd, Manchester, MI 48158

NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary)

Approx. 200 3" shells
Approx. 200 2.5" shells

EXACT LOCATION OF DISPLAY OR USE
Southwest parking lot, 12 Mile Crossing Mall, Novi, MI 48377

| CITY, VILLAGE, TOWNSHIP | DATE | TIME |
|---|---|---|
| Novi | 11/20/2026 | Approx. 7pm |

| BOND OR INSURANCE FILED | AMOUNT |
|---|---|
| ☒ YES ☐ NO | $10,000,000 |

Issued by action of the Legislative Body of the

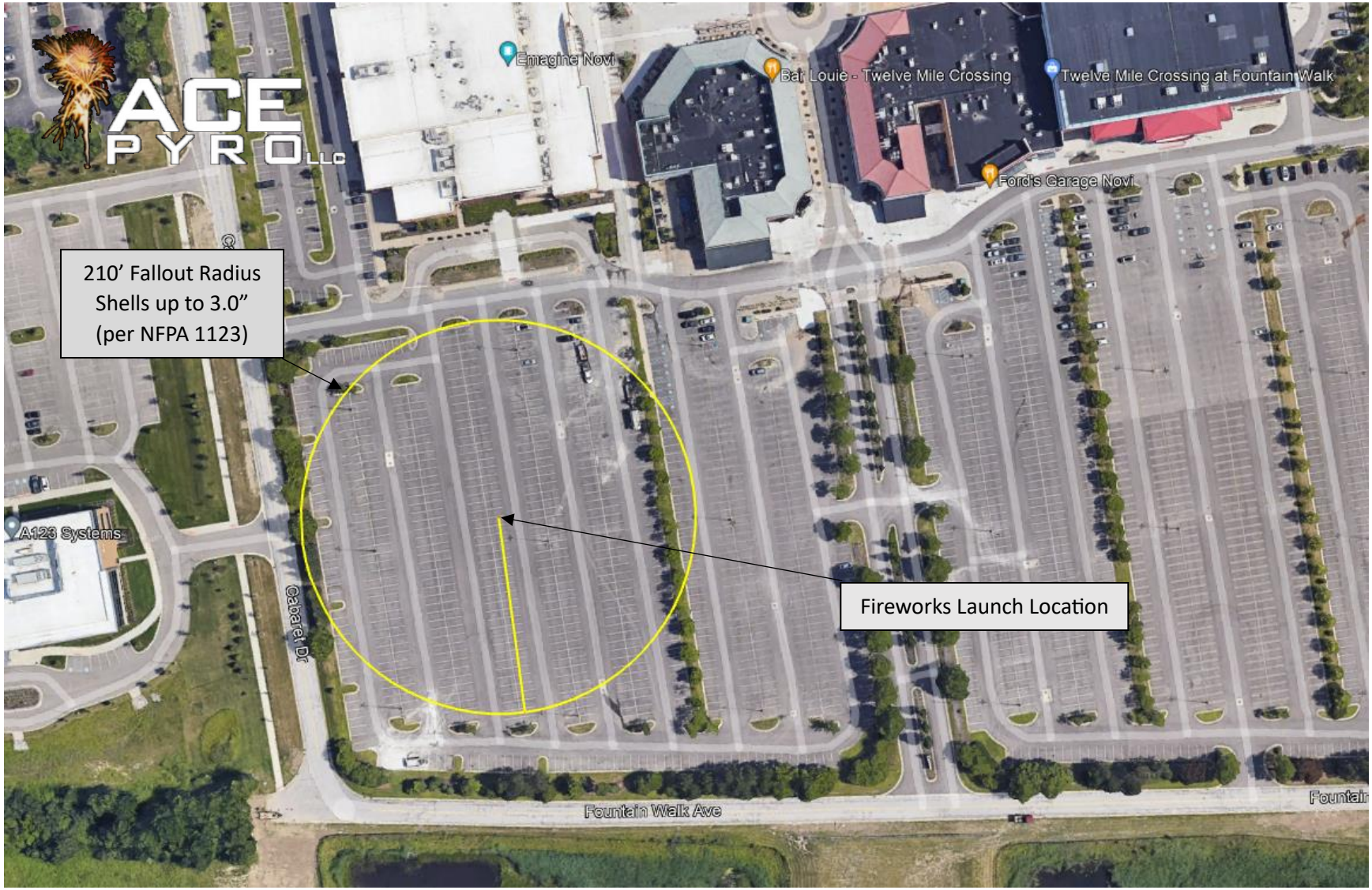
☐ City ☐ Village ☐ Township of _____ on the _____ day of _____ , 2026.

(Signature and Title of Legislative Body Representative)

***THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT***

# 2026 Light up the Lights

Fireworks Site Map



**U.S. Department of Justice**
Bureau of Alcohol, Tobacco, Firearms and Explosives

# Federal Explosives License/Permit
## *(18 U.S.C. Chapter 40)*

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF Correspondence To: ATF - Chief, FELC
244 Needy Road
Martinsburg, WV 25405-9431

License/Permit Number: **4-MI-161-20-9D-12625**

Chief, Federal Explosives Licensing Center (FELC)
Shawn Stevens

Expiration Date: **April 1, 2029**

Name
ACE PYRO LLC

**Premises Address** (Changes? Notify the FELC at least 10 days before the move.)
**13001 E AUSTIN RD**
**MANCHESTER, MI 48158-**

Type of License or Permit
20-MANUFACTURER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

ACE PYRO LLC
13001 E AUSTIN RD
MANCHESTER, MI 48158-

Licensee/Permittee Responsible Person Signature

Position/Title

Printed Name

Date

Previous Edition is Obsolete

ACE PYRO LLC:13001 E AUSTIN RD:48158:4-MI-161-20-9D-12625:April 1, 2029:20-MANUFACTURER OF EXPLOSIVES

ATF Form 5400.14/5400.15 Part I
Revised September 2011

**Federal Explosives License (FEL) Customer Service Information**

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

**Change of Address** *(27 CFR 555.54(a)(1))*. Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. **(The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)**

**Right of Succession** *(27 CFR 555.59)*. (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

*(Continued on reverse side)*

**Cut Here** ✂

**Federal Explosives License/Permit (FEL) Information Card**

License/Permit Name: **ACE PYRO LLC**

Business Name:

License/Permit Number: **4-MI-161-20-9D-12625**

License/Permit Type: **20-MANUFACTURER OF EXPLOSIVES**

Expiration: **April 1, 2029**

Please Note: Not Valid for the Sale or Other Disposition of Explosives.

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 9/1/2026

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

| | |
|---|---|
| **PRODUCER**<br>Acrisure Great Lakes Partners Insurance Services<br>223 West Grand River Ave #1<br>Howell MI 48843 | **CONTACT NAME:**<br>**PHONE (A/C, No, Ext):** 216-658-7100 **FAX (A/C, No):** 216-658-7101<br>**E-MAIL ADDRESS:** info@brittongallagher.com |
| | **INSURER(S) AFFORDING COVERAGE** / **NAIC #** |
| | **INSURER A :** Third Coast Insurance Company — 10713 |
| **INSURED**<br>Ace Pyro LLC<br>13001 E Austin Road<br>Manchester MI 48158 | **INSURER B :** Allianz Global Corporate & Specialty SE |
| | **INSURER C :** HDI Global Specialty SE |
| | **INSURER D :** |
| | **INSURER E :** |
| | **INSURER F :** |

**COVERAGES** **CERTIFICATE NUMBER:** 1275367970 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | **GENERAL LIABILITY**<br>[X] COMMERCIAL GENERAL LIABILITY<br>[ ] CLAIMS-MADE [X] OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>[ ] POLICY [X] PRO-JECT [X] LOC | | | PYTP0000021-00 | 11/1/2025 | 11/1/2026 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $ 1,000,000<br>$ 500,000<br>$<br>$ 1,000,000<br>$ 2,000,000<br>$ 2,000,000 |
| A | **AUTOMOBILE LIABILITY**<br>[X] ANY AUTO<br>[ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS<br>[X] HIRED AUTOS [X] NON-OWNED AUTOS | | | PYTA0000013-00 | 11/1/2025 | 11/1/2026 | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $ 1,000,000<br>$<br>$<br>$ |
| B | [ ] **UMBRELLA LIAB** [X] OCCUR<br>[X] **EXCESS LIAB** [ ] CLAIMS-MADE<br>[ ] DED [ ] RETENTION $ | | | 25ABEX0200 | 11/1/2025 | 11/1/2026 | EACH OCCURRENCE<br>AGGREGATE | $ 4,000,000<br>$ 4,000,000 |
| | **WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ]<br>**(Mandatory in NH)**<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N / A | | | | | [ ] WC STATU-TORY LIMITS [ ] OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | $<br>$ |
| C | Excess Liability #2 | | | 18HX3630 | 11/1/2025 | 11/1/2026 | Each Occurance<br>Aggregate<br>Total Excess Limits | $5,000,000<br>$5,000,000<br>$9,000,000 |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.
Additionally Insured: City of Novi, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof; Twelve Mile Crossing at Fountain Walk; A123 Systems, LLC

Event Location: Southwest Parking Lot of 12 Mile Crossing Mall, Novi, MI 48377
Event Date: 11/20/26

**CERTIFICATE HOLDER**

City of Novi
45175 Ten Mile Road
Novi MI 48375

**CANCELLATION**

**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**

**AUTHORIZED REPRESENTATIVE**

**© 1988-2010 ACORD CORPORATION. All rights reserved.**

# Contract Service Agreement

This contract is between ACE Pyro, LLC (herein referred to as "ACE"), a Michigan based company with its principal place of Business at 13001 E. Austin Rd, Manchester, Michigan 48158 AND

Name of Sponsoring Organization: City of Novi- Light the Lights
(Herein referred to as "Sponsor")

Sponsor Contact Name: Jeanette Handy

Mailing Address of Sponsor: 45175 Ten Mile Rd., Novi, MI 48375

Email Address of Sponsor: jhandy@cityofnovi.org Sponsor Phone: (248) 347-0416

Billing Contact Name:
(If different from above)

Billing Address:
(If different from above)

Billing Email Address:
(If different from above) Billing Phone:
(If different from above)

ACE will supply the professional fireworks display(s) listed below including all necessary fireworks materials, equipment and personnel in accordance with the specifications agreed to by the parties.

## 1. Display

| Display Date | Rain Date | Total Budget | Deposit Amount | Deposit Due Date |
|---|---|---|---|---|
| 11/20/2026 | TBD | $5,000.00 | $2500.00 | 08/20/2026 |

## 2. Contract Period

This contract will be for a maximum of One Year . If a three or more year contract is signed there will be a 5% increase in product provided for each display performed under this contract.

## 3. Budget

If a budget larger than that listed under section 1 is available; additional fireworks will be added to increase the size and dramatic impact of the display.

## 4. Payment(s)

A deposit of 50% is due 120 days prior to display date. Final payment is due 5 days prior to each display date. The display shall not be fired until payment in full is made, or other arrangements confirmed.

## 5. Licenses & Insurance

ACE shall carry and maintain applicable licenses, permits and insurance policies including general liability, auto and workers' compensation as required by law to conduct professional fireworks displays. ACE shall supply a certificate of general liability insurance in the amount of $10,000,000 naming the Sponsor and any entity as required or requested for each display, as additional insured.

## 6. Inclement Weather

ACE will make every attempt to execute all fireworks displays as scheduled. ACE reserves the right to postpone a display for safety hazards caused by inclement weather. The Sponsor shall cover the additional costs reasonably incurred by shooting the display on a mutually agreed upon alternate date. The additional cost for shooting the display on an alternate date shall not exceed 10% of the display budget. The alternate date must fall within 90 days of the original display date or the display is subject to permanent cancellation.

## 7. Cancellation

The following fees schedule will apply should the Sponsor elect to cancel a display included in this contract. Cancellation 120 or more days prior to display date shall result in a cancellation fee of 10%. Cancellation within 120 days of the display date shall result in a cancellation fee of 25%. Cancellation within 5 days of the display date shall result in a cancellation fee of 50%. Displays postponed due to inclement weather not rescheduled for a date within 90 days following the original display date are subject to a cancellation fee of 50%.

## 8. Safety & Workflow

*NFPA 1123*: Code for Fireworks Display shall be followed at all times. All work shall be performed in a thoroughly workmanlike manner and in accordance with the highest standards of quality for such work. ACE personnel shall wear identifying name badges and/or shirts while working on site. Under no circumstances shall any person under the influence of drugs or alcohol be allowed within the setup area. Following the display ACE will inspect the fallout area for unexploded items or other hazards resulting from the fireworks display. The sponsor shall inspect the fallout area at first light the morning following the display and notify ACE Pyro immediately if any unsafe conditions exist or if any fireworks are found.

## 9. Security

The Sponsor and ACE will share responsibility ensuring that no unauthorized person enters the display setup area unless the person is escorted by, and supervised by a member of the fireworks setup crew. During the display, the Sponsor agrees to furnish police and/or crowd security persons, ensuring adequate patrol of the fallout area until ACE advises that security is no longer necessary. ACE reserves the right to pause the display in the event that unauthorized persons enter the secured fallout area.

## 10. Marketing

ACE may use public displays for promotional use, including but not limited to videotaping and providing invitations to current and/or potential customers to view the display setup site and the fireworks display. For private displays, ACE will seek approval from Sponsor before making such invitations. In return for marketing privileges ACE may donate products and services to enhance the display.

## 11. Force Majeure

ACE will take all reasonable steps to complete its obligations under this contract. However, ACE shall not be held responsible for failure to perform its obligations under this contract if such failure is a result of an act of God including extreme weather, natural disaster, terrorism, war, or any extraordinary circumstance beyond its control.

## 12. Hold Harmless

ACE agrees to indemnify and hold harmless the Sponsor, its agents and employees, against any and all liability claims, damages, losses, expenses and costs, including attorney fees that arise out of the display(s) which are the subject of this agreement. The Sponsor agrees to give ACE prompt notice of any claims or demands and to cooperate with ACE, its insurance carrier, or its successors in interest or assigns, if any, in the defense of any such claims and/or demands.

The Sponsor agrees to indemnify, subject to state law and available immunity limitations and defenses, and hold ACE harmless against any and all liability claims, damages, losses, expenses and costs, including attorney fees that arise out of the display(s) which is subject of this agreement which is caused by the Sponsor and/or its agents, servants or employee's negligence or failure to adhere to its responsibilities under this agreement.

## 13. Terms & Conditions

This agreement shall be governed by and construed in accordance with the laws of the state of Michigan. This agreement is non-binding irrespective of endorsement until a deposit (as per section 4) has been satisfied and notice presented by ACE.

## Display Coordination Contact

Please provide information for a primary contact person who can be reached on the date of your event. This will help to ensure smooth and accurate execution of your display.

Jeanette Handy
Name

Creative Services Coordinator
Title

248-347-0416
Work Phone

586-925-0810
Cell Phone

jhandy@cityofnovi.org
Email Address

Contract accepted on behalf of **Sponsor**:

Signature

Jeanette Handy
Please Print Name

Creative Services Coordinator
Please Print Title

8/26/2026
Date

Contract accepted on behalf of **ACE:**

Signature

John Pepe
Please Print Name

Display Manager
Please Print Title

8/26/2026
Date

October 7, 2026

TO: Cortney Hanson - City Clerk
Melissa Morris – Deputy City Clerk

FROM: Andrew Copeland – Fire Marshal

RE: Approval Letter for Novi Light the Lights Event w/fireworks display on November 20, 2026 @ Approx. 7pm.

The loading and discharging of fireworks reviewed for compliance with the following laws and codes:

- **2015 International Fire Code** (Adopted Fire Prevention Code)
- **P.A. 328 of 1931** as Amended, State of Michigan Fireworks Law
- **NFPA 1123**, Code for Fireworks Display

**RECOMMENDED for APPROVAL, with the Following Conditions:**

1) The vendor for the display is Ace Pyro LLC., contact is John Pepe or Andrew Leonard.

2) Absolutely no smoking or use of open flames in the safety zone.

**3)** All unauthorized personnel and the general public will be kept away during the fireworks being loaded and fired off. **There is a radius of 210' for the fallout zone. See Map Attached.**

4) The storage method and location of the fireworks prior to the show shall be provided and shall be in compliance with NFPA 1123, at no time shall the storage of fireworks be left unattended.

5) The installation of the motor tubes and racks or other launch devices shall be inspected prior to the loading of any pyrotechnics device by a fire department representative.

6) The firing method of the pyrotechnics devices shall be electronic means **ONLY**.

This fireworks show is proposed to have 3.0" shell as the largest shell to be shot off. This review and approval is based on this information and

**CITY COUNCIL**

**Mayor**
Justin Fischer

**Mayor Pro Tem**
Laura Marie Casey

Dave Staudt

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**Chief of Police**
Erick W. Zinser

**Fire Chief**
John B. Martin

**Assistant Chief of Police**
Scott R. Baetens

**Assistant Fire Chief**
Todd Seog

**Novi Public Safety Administration**
45125 Ten Mile Road
Novi, Michigan 48375
248.348.7100
248.347.0590 fax

cityofnovi.org

the submittal by Ace Pyro LLC. **At no time shall a shell larger than 3.0" be used in this show.**

It shall be noted, that whenever, in the opinion of the Fire Chief or his designee, any hazardous condition exists, the fireworks loading shall be postponed until the condition is corrected.

Note – Permit lists inventory for the following:

- Approx. 200 – 3" shells
- Approx. 200 – 2.5" shells

Sincerely,

Andrew Copeland – Fire Marshal
City of Novi Fire Department

# MEMORANDUM

**TO:** CORTNEY HANSON, CITY CLERK

**FROM:** ERICK W. ZINSER
DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE

**INITIATED BY:** MICHAEL BENDER, DETECTIVE MB

**SUBJECT:** FIREWORKS PERMIT APPLICATION-LIGHT THE LIGHTS

**DATE:** OCTOBER 14, 2026

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APPLICANT:
ACE Pyro, LLC
13001 E. Austin Road
Manchester, MI 48158

VENUE OF EVENT:
Twelve Mile Crossing
Southwest parking lot
Novi, MI 48377

DATE OF EVENT:
11-20-26 at approximately 7:00pm

INFORMATION:
The Novi Police Department received this request from the Novi City Clerk's Office to review a Fireworks application which will be displayed at Twelve Mile Crossing in the Southwest parking lot. ACE Pyro LLC has been contacted by the City of Novi to provide a fireworks display for the Light the Lights program.

INVESTIGATION:
A CLEMIS inquiry was conducted for ACE Pyro LLC. The check revealed nothing of concern that would disqualify any applicant from approval.