



AMUSMENT DEVICE GUIDELINES



Amusement Devices are regulated by the Virginia Amusement Device Regulations (VADAR)

General Requirements:

- The amusement device owner/operator shall be responsible for hiring a third-party Amusement Device Inspector certified by the State of Virginia (DHCD).
- During an event, Town staff may inspect a device at any time if there is reason to believe that a device is not safe or operating procedures are unsafe and endangering the public safety.
- To obtain a permit for the construction, reassembly, operation and inspection of amusement devices, the following shall be submitted for review and approval five (5) days prior to the event:
 1. Complete the Amusement Device Permit Application
 2. Complete the Amusement Device Certification Form
 3. Complete the Small Ride Certification Form
 4. Provide certification of the third-party Amusement Device Inspector
 5. Provide a site plan showing ride location(s), structures, property lines and streets
 6. Provide proof of liability insurance in accordance with the VADR regulations (\$1,000,000)
 7. Provide non-destructive testing reports showing each amusement device has been tested as required
- A pre-inspection meeting shall be conducted with the Building Official and the third-party inspector to review certification, discuss the inspection procedures and obtain inspection stickers.
- The third-party inspector shall submit all inspection reports to the Building Official immediately upon completion of the inspections and prior to any ride being operated. The report shall contain:
 1. Discrepancies found
 2. Repairs made
 3. Any ride not placed into operation due to the severity of the discrepancies found



Fees:

- All amusement device fees have been reduced by 75% due to the requirement of a third-party inspector.

\$0 - No fee for small mechanical rides or inflatables that have a pre-approved inspection

\$8.92 - Each small mechanical ride or inflatable

\$14.02 - Each circular ride or flat-ride less than 20 feet in height

\$75 - Each specular ride

\$200 - Each coaster in excess of 30 feet in height

Small Mechanical Ride:

- Must meet all exceptions
 1. Assembly time is less than two (2) hours
 2. Revolutions per minute of any rotation of the components of the device is not greater than seven (7)
 3. Device has a footprint of less than 500 square feet
 4. Does not invert or lift a patron more than three (3) feet in the air, measured from the ground to feet, during operation of the device
- A permit application is not required if:
 - The small mechanical ride has a certificate of inspection issued by any local building department in this Commonwealth within a six-month period prior to the date it is to be used, regardless of whether the device has been disassembled and moved to a new site
 - The inflatable amusement device has a certificate of inspection issued by any local building department in this Commonwealth within a one-year period prior to the date it is to be used, regardless of whether the device has been disassembled and moved to a new site.

In such cases as above, the local building department shall be notified at least **three days (3)** prior to the operation of the small mechanical ride or the inflatable amusement device, and the information required on a permit application - as listed in subsection C of the VADAR regulations - shall be provided to the local building department.



Accidents, Injuries or Death:

- Accidents, injuries or death shall be handled as outlined in the VADR regulations. In the event of serious injury or death, the device shall cease operation until further notice.
- Operation of the device shall not resume until the third-party inspector has inspected the device, met with the Building Official to report the findings and shown that the ride is safe to resume operation.
- DHCD and the Building Official shall be notified as soon as practicable, but in no case later than the next working day.
- The owner/operator shall conduct an investigation of the accident.
- At minimum, an examination of the accident scene and interviews of witnesses or persons involved shall be conducted.
- An accident report shall be compiled which, at minimum, shall contain:
 1. Summary of the investigation
 2. Description of the device
 3. Serial number of the device
 4. Date the device was manufactured
- The report shall be submitted to the Building Official within 24 hours of the accident.
- If the building department is closed during the 24-hour period in which the accident takes place, the report shall be submitted within four (4) hours of the department reopening.

Third-Party Amusement Device Inspectors List

- This list is not inclusive of all persons that may be qualified to inspect amusement device rides in Virginia. This list is provided as a courtesy to our customers and not an endorsement of any particular inspector.
 1. Danny Abner: 910-279-6018
 2. Neil Holland: 540-206-9867
 3. John Johnston: 703-472-1711
 4. Ken Martin: 804-342-1808
 5. Bob Ramsey: 804-218-6757