



# Block Party Application

**Please allow 30 days for City review**

## Applicant Information

1. Applicant Name			
2. Mailing Address			
	City:	State:	Zip:
3. Phone	Day:	Evening:	
	Cell:	FAX:	
4. E-mail			

## Event Information

5. Event Date:	6. Event Hours:
7. Event Set-Up Time:	8. Event Take-Down Time:
9. Estimated Total Attendance:	
10. Location of event and road closures requested: <b>**Attach map showing event and road closure locations**</b>	

***Application continued on other side***

**11. Please provide detailed information on the event including:**

- How will you close the streets? What will you use to block access?
- List all equipment and items that will be placed in the street. Remember one lane of traffic must be open for emergency vehicle access.
- Other details and information on the event:

**12. Is the Event  
Private OR Public**  
**(Please select the checkbox  
after reading the description  
to the right)**

A **private** event is one in which you have a specific guest list and know who is going to attend. A **public** event is open to the general public through word-of-mouth, flyers, signs, or media advertising.

**Event Components**

**13. Please mark all items that apply to your event and provide details in Box 14.**

- |                                      |  |
|--------------------------------------|--|
| Concert or live music                | Public Address system or amplified sound |
| Cooking outdoors, grilling, barbecue | Rally or protest                         |
| Entertainers (clowns, etc.)          | Tables and chairs                        |
| Exhibits or displays                 | Tents                                    |
| Fencing or scaffolding               | Other                                    |
| Inflatable toys (bounce house, etc.) |  |

**14. Provide details for checked event components and describe any “other” items not on the list:**

**PLEASE NOTE: SUBMISSION OF THIS FORM DOES NOT GUARANTEE APPROVAL OF YOUR EVENT. Failure to complete all sections of this form or failure to meet all required submittals may result in delay, limitations, or cancellation of your event.**

**Signature of Applicant:**

**Date:** \_\_\_\_\_