



BLOCK PARTY PERMIT

STREETS REQUESTED (Please Include a Copy of Map)

STREET NAME	FROM	TO

EVENT DATE & TIME

Date of Event _____ Start Time _____ am / pm End Time _____ am / pm

ABOUT THE EVENT

Reason for Block Party (Please Circle One) Gathering of Neighbors Birthday Party Other _____

* Applicant "Must" live on the street that block party is being held!

Name of Applicant _____ Phone Number _____

Address of Applicant _____ NE NW SE SW

City _____ State _____ Zip _____

Co-Applicant _____ Phone Number _____

Address of Applicant _____ NE NW SE SW

City _____ State _____ Zip _____

RESTRICTIONS: No fires directly on pavement. Affected neighbors must be notified of street blocking. No obstructions may be placed in the street that will interfere with emergency vehicles. With regard to my/our request for a block party as stated above, I have contact an adult member of each affected household and have found no objections. (see attached paperwork)

I (we) have read and understand the terms and conditions of the Block Party application and agree to abide by said terms and conditions. I (we) understand that failure of any person participating in this designated activity to abide by the terms and conditions or conduct themselves in accordance to Warren City Ordinances or Ohio Law shall result in the revocation of this permit. Applicant further agrees to hold harmless the City of Warren it's employees, officials, and assigns from claim for damage which arise for any reason of the issuance of this permit.

By signing this application I agree to comply with any or all conditions relative to this permit can or will be grounds for the denial of future permits to this organization by the City. A permit will be issued by this office for the use of Warren City Venue (exact venue stated above) to hold said event; upon receipt of rental fee and approval of this application by the City Events Coordinator and/or Director of Service-Safety. Additional charges may apply depending upon the event. The permit fee for this venue is (see attached); without vendor fees. Failure to pay any or all fee's is grounds to deny future event permits. Permits are not transferable and may be revoked for misconduct, false representation or fraud. Please make sure all checks are payable to the City of Warren.

This page must be returned to the City of Warren Events Coordinator (Kisha Jackson) to hold your event date!

{DATE}

{SIGNATURE OF APPLICANT}

{DATE}

{SIGNATURE OF APPROVAL}

Block Party Guidelines

City of Warren, Ohio

- ◆ A block party application must be obtained from City Hall and be on file at least **10** days before the date of the gathering. It is recommended that an application be requested as early as possible. Call **330.841.2609** for application information.
- ◆ One person must be appointed to assume responsibility and act as chairperson for the block party. This person's name and phone number as representative will be on file at City Hall and act as the only contact person.
- ◆ Make sure that everyone on the block is invited to attend. It is best that at least 75% of the residents are willing to participate in the block party. Those who do not wish to be involved in the gathering should be kept informed of the scheduling of street closing times, etc.
- ◆ Beer and intoxicating liquor is "NOT" permitted on public property.
- ◆ The permit allows the closing of the street to authorized time given on written permit. The City will deliver barricades to the home of the authorized representative on Friday and pick them up from the same location (on the tree lawn) on the following Monday. Special arrangements can be made for parties during a holiday.
- ◆ Police, Fire and EMS are notified of the street closings. If an emergency vehicle is needed during the party, barricades "Must" be removed from both ends of the block.
- ◆ Barricades "MUST BE" removed from the street at said time on the permit. This rule must be enforced to protect residents; any activity on the street after dark poses a safety hazard.
- ◆ No music after **10:00 PM!!!**
- ◆ It is a good idea to put out waste containers and recycling containers for pop cans and bottles near all eating areas. All debris must be cleared from the street and front yards when the party is over. Individuals should put the trash out on their regular collection day. If you are in need of extra containers please contact Environmental Services at **330.841.2561**.

Don't forget to assign a clean-up committee, get a good night's sleep the night before the party and most of all HAVE FUN!!!!

THIS PORTION MUST BE KEPT ON FILE WITH PERMIT APPLICATION

NEIGHBORS SIGNATURES

By signing below, I am aware of the block party and I'm OK with them proceeding with this event.

NAME	ADDRESS NUMB.	NAME	ADDRESS NUMB.