

**APPLICATION FOR BLOCK PARTY / STREET CLOSING**  
**(To be submitted at least six weeks in advance of requested event)**

Event Location: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Event Date: \_\_\_\_\_ Time: From \_\_\_\_\_ to \_\_\_\_\_

Rain Date: \_\_\_\_\_

Name of the Street or Streets proposed to be closed, and the portion to be closed if less than the entire length of the street. Please indicate area of street/s to be closed on map provided:

Will any booths, rides or other structures or mechanical equipment be erected for use during the event? If so, describe:

What arrangements are being made for collection and removal of litter created by the event?

Name, Address, and Telephone Number of the person or organization, if any, who will serve as Party / Event Chairman. This person will be responsible for the conduct of the block party and will serve as the liaison between the Chief of Police and the participants of the block party:

The approximate number of persons and exact street residence, including street address numbers, who will be participating in the block party / event:

Do you need a barricade request form?       Yes       No

Please provide any additional information which the Chief of Police and/or Special Events Committee will find helpful in deciding whether a permit should be issued.

I/We hereby agree to the following:

1. Access shall be maintained for all emergency vehicles in the area and all residents.
2. I/We will be responsible for placing in a safe and neat manner, the necessary barricades and proper lighting of same if function is held after dark.
3. Barricades shall be removed immediately after conclusion of function.
4. All activities must cease by 11:00 PM
5. Borough shall not be responsible for injuries.
6. Area must be left in neat and orderly condition.
7. Written approval and address of residents affected must be submitted whether attending or not. You may use the back of this sheet or attach a separate sheet, should you need more space.
8. Street/sidewalks cannot be closed to pedestrian traffic.
9. Mark map to show where street is being closed.

Note: It shall be the duty and responsibility of all persons participating in the block party to agree to save the Borough of Red Bank, its offices, employees and/or agents harmless from any costs, damages, and liabilities which may accrue or be claimed to accrue by reason of the block party.

Applicant Signature: \_\_\_\_\_

Street Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date of Application: \_\_\_\_\_

Please allow at least six weeks time for approval by Chief of Police.

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Approved: \_\_\_\_\_ Permit #: \_\_\_\_\_

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Authorized Official Signature      Date: \_\_\_\_\_

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CHIEF OF POLICE

**THIS PERMIT SHALL BE AVAILABLE FOR INSPECTION  
AT THE EVENT LOCATION DURING THE EVENT**