



Request for Block Party Permit

*This form must be turned into the Springfield Police Division for processing
14-DAY NOTICE REQUIRED*

Name: _____ Date: _____

Address: _____

Home phone: _____ Cell phone: _____ Work phone: _____

The undersigned residents of _____
(Street)

request that the street be closed between _____
(Street)

and _____
(Street)

for a block party on _____ between _____ a.m./p.m.
(Date) (Time)

and _____ a.m./p.m.
(Time)

We have read the regulations on the back of this form and agree to follow them. We further recognize that any breach of the regulations will require the immediate denial or termination of the permit.

Name: _____ Phone: _____

Address: _____

Name: _____ Phone: _____

Address: _____

Name: _____ Phone: _____

Address: _____

Name: _____ Phone: _____

Address: _____

Name: _____ Phone: _____

Address: _____

Name: _____ Phone: _____

Address: _____

Name: _____ Phone: _____

Address: _____

Name: _____ Phone: _____

Address: _____

Name: _____ Phone: _____

Address: _____

Additional signature sheets may be attached to this request

Approved for permit: _____ Date: _____

(Springfield Police Division)

Regulations for Neighborhood Block Party

14-DAY NOTICE REQUIRED

1. The application must contain the signatures of a minimum of 80 percent of the residents of the proposed closed area.
2. The street to be closed must be a local street so that major traffic routes are not interrupted
3. If the area to be closed is within the U-1 zoning district, approval must be secured from Wittenberg University
4. A Block Party Permit does not relieve the applying parties of their responsibility to secure any concession permits, tent permits, or any other permits or licenses to comply with regulation established b the codified ordinances of the City of Springfield and Ohio Revised Code.
5. No person shall have in their possession an open container of intoxicating liquor upon any public right-of-way or public property during the event (ordinance 529.07)
6. No person shall make unreasonably loud or disturbing noise by any means (ordinance 509.11, 509.12, 509.14)
7. An emergency access lane, 12 feet wide, must be maintained through the closed area at all times
8. Barricades and other traffic control devices loaned by the City are the responsibility of the applicant from the time of delivery until pickup; any damage or loss may be billed to the applicant
9. No permit shall be issued for events starting before 10 a.m. or lasting past 12 a.m. without securing written permission from the Chief of Police
10. The applicant must notify the police and fire dispatch when the streets are closed and

again when they are reopened

11. Cleanup of all litter and debris generated by the event must be completed before the street is reopened
12. Special duty police officers may be hired to work security at the event, however, they will not work where alcoholic beverages are served

Please note that failure to comply with any of the above regulations shall result in denial of the request for permit or may result in the revocation of the permit and immediate termination of the event and denial of future requests for this type of event for the specific area.