

	For Office Use Only
RECEIPT #:	
DATE:	
CHECK #:	

Block Party Application

Applicant: (must sele	ect one) Pr	rimary Contact	Secondary C	ontact				
Name						Home Phone	#	
(Last, First	t, Middle)					0 11 11 11		
Address(Street, Ci	ity, Zip Code)					Cell Phone #		
Email						Work Phone #	‡ <u></u>	
Other Contact: (must sel	lect one) Pi	rimary Contact	Secondary C	ontact				
Name						Home Phone	#	
	t, Middle)					Cell Phone #		
Details of Block Party	/ Request							
Block Party Location _								
# of Participants _		Streets to	o Barricade					
Date of Block Party _		Pa	arty to START at		AM / PM	Party to END	at	AM / PM
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Block Party Rules / Regulations

Request / Approval

- \$25.00 fee and fully completed application (available from the office of the Clerk-Treasurer) must be submitted to the office of the Clerk-Treasurer at least **FIVE** business days prior to the date of the block party
- Applications must be reviewed (approved, modified or denied) by the following:
 - Chief of Public Safety or designee
 - 2) Director of Public Works or designee

Limitations

- Approved locations must be on residential streets that provide for reasonable detour routes during the period of the block party. Arterial and collector streets shall not be issued a block party permit
- MAXIMUM Hours / Time: Noon to dusk
- The Village of Ashwaubenon assumes no liability for the actions / activities at such block parties
- Block party participants are responsible for the installation / take down of barricades (see Barricade Guide below)
- Access for emergency safety vehicles must be maintained

Village of Ashwaubenon Internal Activities

- All applications must be reviewed and then either approved, modified or denied by the Chief of Public Safety (or designee) and the Director of Public Works (or designee)
- Department of Public Safety shall notice the block party internally Roll Call briefing
- Department of Public Works shall drop off/pick up barricades at intersections as deemed appropriate. (Barricades shall be dropped off the PM prior to the event and picked up the AM after event)
- \$25.00 fee covers barricade delivery and internal review

Barricade Installation Guide

How To Close Off A Street For A Block Party (Illustration)

