

BLOCK PARTY REQUEST
(Must submit at least 2 weeks prior to event)



Today's Date _____

Date of Block Party _____

Rain Date (if applicable) _____

Time of Block Party _____

Street to be blocked for party _____

Streets at ends of block _____ and _____

Application may be turned in at
Engineering, City Hall,
161 W. Michigan Ave., 4th Fl.,
or emailed to:
ssykes@cityofjackson.org

BLOCK PARTY RULE AND REGULATIONS:

- Block parties must include invitations to all residents living on the block.
- For safety reasons, the street can only remain closed until dusk.
- All City ordinances and laws must be observed during the block party.
- Barricading of street must not interfere with access to local businesses.

With my signature as applicant, I verify that I am at least 18 years old and will be present at and responsible for this block party.

Applicant (please print)

Street Address, City, State, ZIP

Signature

Phone

OFFICE USE ONLY BELOW THIS LINE

_____ Yes, this block party is authorized. With this authorization, I also send my best wishes for good weather and a successful celebration.

Barricades to set up street closing are available at the Department of Public Works. To avoid any City charges, the sponsors are asked to pick up and return barricades. They must be picked up at the Sign Shop at 521 Water Street, before 3:30 p.m. on Friday before the event, and returned on the following Monday, as early as possible. **PLEASE CALL 788-4170 TO MAKE ARRANGEMENTS.**

_____ No, this block party cannot be authorized.

Jon H. Dowling, P.E., City Engineer

Date

- C: Jonathan Greene, Dir. of Public Works
Kelsey Blackburn, Asst. Director, Public Utilities
Randy Lybarger, DPW Foreman
Chris Ermatinger – Fire Department
Adam Williams - Police Department