VILLAGE OF WILLOW SPRINGS

ONE VILLAGE CIRCLE
WILLOW SPRINGS, IL 60480
PHONE: (708) 467-3700
FAX: (708) 467-3710

BLOCK PARTY APPLICATION

EVENT INFORMATION

Date of Event:			
Time Event Will Begin:		End:	
Street Name/Location:	(For example: Market Street from Archer to Willow Blvd.)		

Requesting Street Barriers:	YES NO If barricades are available and approved for use, barricades will be dropped off to the contact person prior to the event. Barricades will be picked up on the next business day following the party. Contact person will be responsible for any damage or loss of barricades.

Any information the Village should be aware of or other special requests:

APPLICANT/CONTACT INFORMATION:

Name:	
Address:	
Home Phone:	
Cell Phone:	

As applicant/contact person for this event, I agree to abide by the attached list of rules and regulations.

Applicant Signature _____ Date _____

For Office Use Only

Date received: _____ Received By: _____

_____ Police Dept. Notified _____ Fire Dept. Notified _____ Public Works Notified

BLOCK PARTY RULES & REGULATIONS

- Prior to applying for a Block Party, the applicant/contact person shall notify all residents living on the block of the date and time of the Block Party and obtain signatures and address for each resident on the block (form attached).

- Block Party Applications shall be submitted at least 7 business days prior to the requested event date.

- Alcoholic Beverages shall not be permitted on public property at any time.

- Food preparation, including cooking/grilling, is not permitted on public property at any time.

- All tables, chairs, activities, etc. are to be kept to one side of the street to allow emergency vehicle access.

- If barricades are available and approved for use, barricades will be dropped off to the contact person prior to the event. Barricades will be picked up on the next business day following the party. Contact person will be responsible for any damage or loss of barricades.

- Block Party permit is valid only for the date and time requested on this application.

I have read and understand the above rules and regulations and agree to abide by them.

Signed: _____ Date: _____

RESIDENT ACKOWLEDGEMENT

By signing this form, I acknowledge that there will be a block party located at

_____
(street name)

on _____
(date of event)

from _____ to _____.
(start time) (end time)

One (1) signature per residence is required. Residents who will be on vacation the day of the block party should indicate this next to their address. Any vacant residences should also be listed below and indicated as vacant.

Name (Please Print Legibly)	Address	Signature