



City of Long Beach, NY

1 West Chester Street, Long Beach, NY 11561

Permit No _____

Location: _____

APPLICATION FOR PERMIT FOR ORGANIZED BLOCK PARTY OR NEIGHBORHOOD EVENT

The City of Long Beach is pleased to provide this Block Party Permit Application.

You and your neighbors are to be congratulated for organizing such a spirited community event.

We hope you have a safe and enjoyable event. This application must be submitted 10 days prior to your event.

For more information, please call the LBPD Traffic Division at 705-7318

APPLICATION NOT ACCEPTED UNLESS CLEARLY PRINTED OR TYPED

1. Name of Block Party Coordinator: _____
2. Address: _____
3. Home Phone #: _____ Day Time Phone #: _____
4. Location of event (street to be closed): _____
5. Intersections: _____
6. Proposed Date of event: _____ 2nd Choice: _____
7. Time of Event: From: _____ To: _____ (Block Party must end by 10:00pm)
8. Address of house (where barricades will be delivered to and picked up from) _____
9. Permit Fee: \$200.00 non-refundable (Payment by cash or credit card only and payable at the LBPD Headquarters).
10. Deposit Fee: \$125.00 for Police Barricades (Separate check made payable to the City of LB may be picked up in the L.B.P.D.'s Traffic Division office after the return of all Police barricades).

I am hereby applying for a Block Party/Neighborhood Event Permit and agree to be the designated "Block Party Coordinator" who will be in charge of collecting signatures, notifying neighbors, and to work as a liaison with the City of Long Beach. I understand that Block Parties/Neighborhood Events can only take place during the hours of 10 a.m. to 10 p.m. I further understand that I must have 75% approval and signatures of residents who live on the block in order to be granted a block party permit and 100% approval for a private event. I understand that ALL RESIDENTS of the block must be notified of the day and time of the event, and supplied with a copy of the Block Party/Neighborhood Event Rules and Regulations at least 1 week prior to the event. The Event Coordinator will also make sure that the streets are free and clear of all garbage and debris within 24 hours after the party. I have read the attached rules and regulations and agree to abide by them. This permit may be revoked or event terminated by the City Manager or Police Department for any reason with or without cause. All events shall be conducted in accordance with the City of Long Beach Charter and Code of Ordinances.

Date: _____ Signature of Coordinator: _____

FOR OFFICE USE ONLY

Cc: Police Dept., Fire Dept., Street Maintenance, Public Relations, City Comptroller

FEE: _____ APPROVED: _____ DATE: _____



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BLOCK PARTY/NEIGHBORHOOD EVENT

(To be completed by event coordinator)

SIGNATURES AND ADDRESSES OF PETITIONERS

ONE ADULT SIGNATURE PER HOUSEHOLD FROM 75% OF RESIDENTS LIVING ON THE BLOCK IS REQUIRED FOR APPROVAL FOR A BLOCK PARTY EVENT, (100% for private events)

We, the undersigned, understand that _____ will be closed
 _____ (Street)
 between _____ & _____ on _____ from _____
 _____ (Street) _____ (Street) _____ (Date) _____ (Time)
 to _____ for _____
 _____ (Time) _____ (Event)

I further hold harmless the City of Long Beach of any incidents & accidents that may occur during the above hours and date.

# of Houses on Block: _____			# of Vacant Houses on Block: _____			# of Signatures: _____			
NAME:	House #	Daytime Phone:	✓	X	NAME:	House #	Daytime Phone:	✓	X
1.					21.				
2.					22.				
3.					23.				
4.					24.				
5.					25.				
6.					26.				
7.					27.				
8.					28.				
9.					29.				
10.					30.				
11.					31.				
12.					32.				
13.					33.				
14.					34.				
15.					35.				
16.					36.				
17.					37.				
18.					38.				
19.					39.				
20.					40.				

100% Signatures are needed for private events. DO NOT mark/write in shaded areas (for office use only)