

BLOCK PARTY REQUEST FORM

(Must be submitted at least two (2) weeks prior to event)

*Application may be turned in to:
Downtown Development Authority, City Hall,
161 W. Michigan Ave., 5th Fl., or emailed to:
aecon@cityofjackson.org*

TODAY'S DATE: _____

NUMBERS OF HOUSEHOLDS: _____

DATE OF BLOCK PARTY: _____

RAIN DATE (if applicable): _____

START TIME OF BLOCK PARTY: _____

STREETS TO BE BLOCKED FOR PARTY: _____

STREETS AT END OF BLOCK: _____

APPLICATION FEE (\$75): PAID? ____ YES ____ NO

BLOCK PARTY RULES AND REGULATIONS

1. Major City streets are not eligible for closure to have a Block Party (call 517-788-4160 if unsure if street requested is a major street).
2. Block parties must include invitations to all residents living on the block.
3. For safety reasons, the street can only remain closed until dusk, or 9:00 p.m., whichever occurs earlier, for safety precautions due to limited sight.
4. All City ordinances and laws must be observed during the block party.
5. Barricading of street must not interfere with access to local businesses.
6. Block parties are not for general public attendance, and shall not be advertised as such in any form.

7. The party will be conducted in a manner which does not disturb nonparticipating residents.
8. No liquor will be consumed on public property.
9. All fire hydrants must be easily accessible to the Fire Department and a 20' fire lane, to the extent feasible, must be maintained for the duration of the block party.
10. The street must be cleared of all debris at the conclusion of the party. Any barricades and signs will be taken down and removed at the conclusion of the party.
11. The Jackson Police Department has the authority to halt the party if repeated complaints are received for inappropriate activity or unnecessary noise on the part of the participants.
12. All affected households MUST be notified of the Block Party and at least 70% of those households must sign to approve the block party permit. This means an adult/responsible member of an affected household (which is a household located within the areas blocked off) must sign to approve on behalf of the household.

*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 (517) 788-4170 TO MAKE ARRANGEMENTS.**

*If the block party is not concluded by 9:00 p.m., or dusk, whichever is earlier, the undersigned may be responsible for any relevant violation(s) of the City Code of Ordinances, including but not limited to noise (City Code Sec. 17-86) and/or disturbing the peace (City Code 18-106), or Littering (City Code Section 18-84).

I certify that that I am over 18 years of age and will hold the City of Jackson harmless for any injury a participant sustains while engaged in Block Party activities. I further certify that I am the individual requesting and organizing the block party in my neighborhood and not making this application on behalf of any other person or organization.

SIGNATURE	PHONE
APPLICANT (PLEASE PRINT)	EMAIL ADDRESS
STREET ADDRESS	CITY, STATE, AND ZIP
- FOR OFFICE USE ONLY BELOW THIS LINE -	

_____ YES, this Block Party is authorized. With this authorization, the City also sends its best wishes for good weather and a successful celebration.

_____ NO, this Block Party cannot be authorized.