



# REQUEST FOR PERMISSION TO HOST BLOCK PARTY

Application Date: \_\_\_\_\_

The residents of the \_\_\_\_\_ block of \_\_\_\_\_  
(100, 200, 300, etc. or house number range) (street name)

request permission to host a block party between the hours of \_\_\_\_\_  am  pm  
(start time)

\_\_\_\_\_  am  pm on \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(end time) (day of week – e.g. Sat, Sun) (month) (date) (year)

In addition, the residents request permission to close the street listed above at the point from

\_\_\_\_\_ to \_\_\_\_\_.  
(intersecting street name or house number) (intersecting street name or house number)

The rain date of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, is also requested.  
(day of week – e.g. Sat, Sun) (month) (date) (year)

The undersigned resident of \_\_\_\_\_ is submitting this request on behalf of the residents who reside on the block and certifies that all have been invited and there is consensus among the residents as to the block hosting the above described event. A deposit for the barricades to be borrowed in the form of a check made payable to the “Town of Westfield” in the amount of \$25.00 is attached.

\_\_\_\_\_  
(please print first and last name)

\_\_\_\_\_  
(telephone number)

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(e-mail address)

### Submit this form to:

Office of the Town Administrator  
Town of Westfield, 425 East Broad Street, Westfield, New Jersey 07090-2196

..... **For Office Use Only** .....

Dear Applicant:

\$25.00 Deposit Received

Your request to host the block party as per the above application is not approved.

Your request to host the block party as per the above application is approved. It is advised that you use barricades to properly close off the street for the block party. The Department of Public Works will drop off barricades at your (the applicant’s) address listed above on the Friday prior to the block party date. The Department of Public Works will pick up the barricades from your address on or about the first business day following the block party date.

Sincerely,

cc: Police  
Fire Department  
Department of Public Works

James H. Gildea  
Town Administrator