



Block Party Application

Bureau of Communications ■ Office of Special Events ■ 585-428-6690
30 Church St., 203A ■ Rochester, NY 14614-1287

- A block party is a closure of a residential street for ONLY those who live on that block.
- Block parties cannot be held Downtown or on arterial streets (main streets).
- Block parties cannot be used for private events such as birthday parties, memorials, graduations, church outreach, etc. or events that are open to the public. Even if an applicant insists the neighbors will sign off on it, the City does not allow block parties to be used for this purpose.
- Bounce houses are not allowed on City streets, sidewalks or any other City property.
- The applicant must complete the Block Party Application with signatures of at least 60% of the residents on the street being closed. You must notify all residents on the street that's being closed.
- All block parties must end by dusk and cannot be longer than six hours.

FEE: \$68 IS DUE WITH THE APPLICATION. Extra barricades (\$7 each) or cardboard barrels for garbage (\$3 each) can be ordered if requested.
DEADLINE TO APPLY: 30 days in advance of block party.

Street name: _____ Block Party
A street closure for a block party must be one block (ex: Darwin St. from Park Ave. to Harvard St.)

From Street 1: _____ To Street 2: _____

Date of Block Party: _____ Time: From _____ a.m./p.m. To _____ a.m./p.m.

Name of Applicant / Responsible Person: _____

Applicant Address (must reside on block being closed): _____

Email Address: _____ Cell Phone: _____

Expected Attendance: _____ Purpose of Event: _____

All block parties will receive 4 barricades; 2 barricades will be delivered to each intersection of the street that is being closed. Applicants should place 2 barricades at each end of the street for the event and return them to the location where they were dropped off for pick up. Please place all cardboard barrels out on your regular refuse pick-up day.

ITEM	QUANTITY	ADDRESS FOR DROP OFF
Cardboard Trash Barrels (\$3 per unit):	_____	_____
Additional Barricades (\$7 per unit):	_____	_____

- PROCEED TO PAGE 2 FOR STREET CLOSING PETITION FORM



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STREET CLOSING PETITION FORM

I, as a resident of (insert street name) _____ am aware of the
Block Party scheduled on (insert date) _____ from _____ (AM PM) to _____ (AM PM).

I have NO objections to the closing of (insert street name) _____ for this purpose, and
am aware of the activities planned.

The street will be closed from _____ to _____ (insert street intersections)

PRINT NAME

SIGNATURE

YOUR ADDRESS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____

Signatures of at least 60% of the residents/landowners are required. All Residents on the street must be notified of the street closing



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RULES AND REGULATIONS

The Applicant:

1. Is the event's responsible person and will be available on site for entire event.
2. Understands that block parties are not to exceed 6 hours and must end by dusk.
3. Is responsible for clean-up of entire site during and after event. Garbage produced from event can be put out on neighborhood's normal trash pickup day.
4. Must notify 100% of the residents of the street closing in writing.
5. Is responsible for payment for costs related to event and any damages to area or equipment.
6. Must possess permit during event.
7. Is responsible for all the activities permitted hereunder which must be operated in conformity with all applicable laws and regulations including, but not limited to, all safety and health laws as may apply. This includes Ordinance No. 91-357 which amended the Municipal Code to prohibit open containers of alcoholic beverages in public places.
8. Understands that in the event of inclement weather or other circumstances in which the block party is cancelled, the application fees are non-refundable.

A Block Party Permit is not transferrable.

The City:

1. Reserves the right to determine to whom permits are issued.
2. Reserves the right to determine if, and when, streets will be closed for an event.
3. Can cancel the permit if the permittee is in violation of the terms and conditions of permit.
4. Is not responsible for any sums of money expended by applicant in anticipation of the planned activity.

Signature of Applicant: _____ **Date:** _____

Approvals:

_____ / / _____

Rochester Police Department

_____ / / _____

Bureau of Communications & Special Events