



# BLOCK PARTY APPLICATION

Event Name: \_\_\_\_\_

Event Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Event Location: \_\_\_\_\_

Estimated Number of Attendees: \_\_\_\_\_

## APPLICANT:

Event Planner/Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of contact on-call during event: \_\_\_\_\_

Phone number for day of event contact: \_\_\_\_\_

## PARTY DETAILS:

Set up Time: \_\_\_\_\_ Tear Down Time: \_\_\_\_\_

Will Alcohol be served at your event?  NO  YES

Do you plan to have a Food Truck at your event?  NO  YES

The responsible person or organization must describe the procedures that will be used to ensure underage persons, or persons under the influence of alcohol, will not obtain or consume fermented malt or alcoholic beverages served at the event.

The responsible person or organization must describe the procedures that are likely to secure and supervise the area and participants.

Alcohol is allowed only on private property. A block party permit does not allow for the sale, service or consumption of alcohol on public property. All state and city alcohol laws apply during block parties.

The applicant must agree to provide sandwiches or food (potlucks are acceptable) at the event during the time consumption is permitted in an amount sufficient to serve the persons in attendance. A food truck may also be invited to serve at the event.

**COMMUNITY / NEIGHBORHOOD NOTICE:**

Are you requesting a street closure for your event?  NO  YES

A street closure will require you to fill out Form 6A and Form 6B, available on our website or by emailing Events Staff at [events@firestoneco.gov](mailto:events@firestoneco.gov).

**TRASH:**

**CLEAN UP AND TRASH REMOVAL:**

The applicant must agree to be personally responsible for and provide financial guarantees to ensure the cleaning, trash disposal or repairs necessary as a result of the event.

Describe your plan for cleanup and removal of waste during and after your event: \_\_\_\_\_

**FORMS AND SUBMISSIONS:**

- Site Plan:** Applicant must submit an event site plan to this application that shows the layout of the event as close to scale as possible. Hand drawn maps are not recommended but must be legible if used.
- Food Truck Information (FORM 8A):** *(If applicable)* Event holder is responsible to make sure food vendors are licensed through teh Weld County Department of Health & Environment.
- Street Closure Application (FORM 6A):** *(If applicable)* Must include additional map from barricade company.
- Street Closure Petition (FORM 6B):** *(If applicable)* Circulated to all residents and 80%, at a minimum, shall favor the Temporary Street Closure.

**SIGNATURE:**

*By signing this application, I agree that I have read and under the conditions of the Block Party Application from the Town of Firestone. I understand that I must respond in a timely manner to requests for additional information and be available to meet with staff regarding any questions surrounding my request. Failure to do any of these things or to meet any other requirements set forth by Town staff may result in the delay of approval or the denial of this application. I acknowledge that the information contained in this application is true, correct and complete to the best of my knowledge.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>TOWN OF FIRESTONE USE ONLY</b>			
Permit Review Date: _____	Site Plan: _____	Form 3C: _____	
Alcohol: _____	Food Truck: _____	Street Closure: _____	Form 6A: _____ Form 6B: _____
Approved: _____	Denied: _____	Edits: _____	