

BLOCK PARTY/STREET CLOSURE REQUEST FORM

Please mail form to Village of Bradley, Attn: Block Party Danielle, 147 S. Michigan Ave., Bradley IL. 60915 or email to daedugan@bradleyil.org, no later than two weeks before your event.

Date of Request: _____ Date of Event/Closure: _____

Times of Event: _____ to _____ Rain Date: _____

Description of the Event:

Street requesting to Close: (describe what street wishing to close, intersection to intersection):

Primary Contact Person: _____ Age/DOB: _____

Address: _____

Cell & Alternate Phone: _____

Email Address: _____

Alternate Contact Person: _____ Age/DOB: _____

Address: _____

Cell & Alternate Phone: _____

Event Specifies:

Expected # of People: _____ Average Age: _____

Live/Recorded Music: Yes No Describe: _____

Alcohol served: Yes No Describe: _____

Public Works Requests

Barricades Yes No How Many: _____

Over

PLEASE NOTE: THE STREET MUST BE CLEARED WITHIN TWO MINUTES FOR ANY EMERGENCIES. THIS MEANS NO PERMANENT OBJECTS IN STREET DURING THE SCHEDULED EVENT.

Procedures and Guidelines for road closure request

1. Application turned in within Two (2) weeks prior to event.
2. Must have approved signature of all residents and businesses affected by the closure.
3. No inflatables, bounce houses, vendors, etc. permitted on Village property.
4. If music (live/recorded) is provided, **MUST** conclude no later than 10:00p.
5. No alcoholic beverages consumed on Village streets without a Certificate of Insurance and/or a Special Event Liquor License. *(License fee required)*
6. No fire pits, barrels or other burning permitted on Village property.
7. No alteration of Village property (tent holes, etc.).
8. Street must be cleared of debris/garbage after event.
9. Barricades provided by Bradley Public Works must be picked up and returned by the person requesting closure between 7:00am-3:00pm., Monday-Friday, excluding holidays **no exceptions** at 210 E. Broadway.
10. It is the responsibility of person(s) requesting street closure for the set-up and removal of barricades. The streets need to be reopened by 11:00pm, unless approved in writing by the Chief of Police.

Approval of street closure will be granted by the Chief of Police unless special permits are required by Village board.

Any violation of the terms of the closure/permit will result in immediate termination of street closure by the Bradley Police Department.

By signing below, the applicant acknowledges and accepts all responsibility for following the above stated guidelines and confirm the accuracy of the information they have provided at the time of the application.

Applicants Signature: _____

Print Name: _____

Date: _____

Village Office Only

Received by: _____ Date: _____

Department Approvals PD _____ FD _____ DPW _____

Denied by: _____ Reason: _____