

Date & Time Received: \_\_\_\_\_ By: \_\_\_\_\_ Application #: \_\_\_\_\_

## Block Party

A block party is a large public party in which many members of a single neighborhood congregate, either to observe an event of some importance or simply for mutual enjoyment.

**This form must be submitted no later than 30 days before the planned event.**

**Block parties must complete this form, the petition form showing that 75% of residents of the affected block approve of the street closing, and the \$75 application fee. No Parking Signs must be issued at the Parking Authority, and be posted 24 hrs. Prior to the Event**

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

Requested Date(s) for the Event: \_\_\_\_\_

Rain Date(s) for the Event: \_\_\_\_\_

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

Purpose: (please explain or attach a copy of your agenda or planned activities) \_\_\_\_\_

Time: \_\_\_\_\_ Number of persons expected to attend: \_\_\_\_\_

For field, court, and facility rentals, please contact the Recreation Commission at 610-655-6201 to tentatively reserve the site. (Rentals will be charged separately and will fall under the additional services.)

### Applicant Information

Applicant Name: \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Email: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Address: (please include City, State, and Zip) \_\_\_\_\_

Organization Name: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Organization Telephone Number: \_\_\_\_\_

Contact Name at Organization: \_\_\_\_\_

Person Seeking to Conduct Event (Chairperson)

Name and Title: \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Address: (please include City, State, and Zip) \_\_\_\_\_

*I declare under penalty of perjury that to the best of my knowledge these statements are true and correct. I understand that this application is a contract between the City of Reading and myself and/or the organization/entity requesting the permit.*

Applicant's Signature: \_\_\_\_\_

Please print name: \_\_\_\_\_

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

**City reserves the right to deny a permit application that is incomplete, lacking the necessary fees or is otherwise not in compliance with applicable law.**

The Applicant for a Permit shall indemnify and hold harmless the City, its officers, employees, agents, and representatives against all claims or liability and causes of action resulting from injury or damage to persons or property arising out of the event. **The Applicant assumes responsibility for all duties and obligations under the Code of Ordinances of the City of Reading, Chapter 576 Vehicles and Traffic, Part 12 Parades, Special Events, and Public Gatherings, including payment for the event.**

*Notice: The chairman or other person heading or leading this activity SHALL carry the permit upon his/her person during conduct of this activity and make same available upon request of the Chief of Police or his/her designee.*

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**For internal purposes:**

Police Chief or designee      Signature: \_\_\_\_\_ Date: \_\_\_\_\_

