



VILLAGE OF ELM GROVE
 13600 W. Juneau Blvd Elm Grove, WI
 53122
 Tel: (262) 786-4141

NEIGHBORHOOD BLOCK PARTY APPLICATION

- Application must be submitted electronically to Chief Jason Hennen, jhennen@elmgrovetwi.org no less than 14 business days before the date of the proposed event.
- Any changes to the information provided must be updated as circumstances change.
- Please visit the Village website www.elmgrovetwi.org to view the municipal code book.

Applicant Information

Applicant's Name _____
 Phone Number _____ Email _____
 Address (include city/zip) _____

Block Party Information

Name of Block Party _____
 Date of Proposed Block Party _____ Rain Date (if applicable) _____
 Time you propose to close street _____ Time you propose to re-open street. _____

DESCRIPTION OF STREET TO BE CLOSED: _____

Appearance from: Police Dept Fire Dept. *****if call volume allows**
 Approximate Number of people anticipated to attend _____ Estimate based on? _____

Barricade Information

Barricades will be placed out in front of the Police Department for you to pick up on the last week day before your event (unless otherwise scheduled) and you must adhere to the hours mentioned above. Barricades must be returned the day following your event and should be dropped off at the same location as pick up.

**** It will be your responsibility to close off the roadway with the barricades provided to you by the Village Public Works Department, and you must adhere to the hours mentioned above. It is also your responsibility to open the roadway for emergency vehicle traffic, if such a need arises.***

Applicant Signature

I hereby make an application for a Neighborhood Block Party Permit as detailed above. I agree to abide by the requirements of all Village of Elm Grove ordinances and State laws.

Signature _____ Date _____

Approval for office use only

Approved

Denied

Forward to:

Police Department

Fire/EMS Department

Department of Public Works