



## REQUEST TO BLOCK OFF STREET

### Requirements:

Each person requesting to hold a street party and block off the street for said purpose must provide to the police department the following items seven (7) days before the event:

1. A written detailed description of the event,
2. A copy of a completed request form and,
3. A signed copy of this form acknowledging the assuming of liability associated with the street party.

It should be noted that having this permit does not exclude parties from obeying Spanish Fork City Ordinances and Utah State Code. (i.e. noise, loud music, disruptive behavior, littering etc.)

### Request Form Contents:

The request needs to be signed by the “head” of each household where the street will be blocked off. In the request list the date, time and location of the party. Also list the name of the person responsible to be contacted in the event of any problems.

### Signage Requirements:

You will be required to have signs for blocking off the street at both ends. The signs must be portable so emergency vehicles and “local” traffic can have access if needed. The signing needs to be adequate enough to leave no question to drivers that the street is closed. The signs must be visible to drivers of vehicles at least one block away.

I/We the undersigned assume all liability associated with closing of the street and having a street party during the time period of said street party.

Signed by Responsible Party: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

For Office Use Only

Approved: \_\_\_\_\_

Denied: \_\_\_\_\_

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

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

