



BLOCK PARTY POLICY

CITY OF CLEVELAND
100 North Street
PO Box 1439
Cleveland, MS 38732

City of Cleveland Block Party Policy

PURPOSE The purpose of the program is to promote neighborhood relationships and increase community safety.

SCOPE Block parties must be open to all residents of the neighborhood or specific streets. Block parties are not intended to support specific religious, political or special, individual interest themes.

DEFINITIONS

Block Party A party organized by residents of a neighborhood, limited to a city block, in which the street is closed off and participants eat, socialize, entertain, etc.

Block Party Coordinator A single resident that resides within the block requesting the party that is the main point of contact for all matters regarding the block party.

APPLICATION PROCESS

- Applications are considered on a first come, first serve basis
- Applications must be received at least 14 days before desired party date
- Parties may be held any day year round between the hours of 9:00am and 6:00pm for a maximum of 8 hours in duration.
- Applications must be FULLY completed, filled out in an electronic format, dated and signed by the Block Party Coordinator attesting to the truth, completeness and accuracy of the contents of the application available on the Cleveland Special Events Page at www.cityofclevelandms.com/events
- All applications must be received with a non-refundable event application fee of \$25.00.

For additional information or questions, call the City Clerk's office, at 662-846-1471, Monday through Friday between 8:00am and 5:00pm. We wish you the best in planning a fun-filled and safe neighborhood gathering.

GENERAL INFORMATION

Block party permits will not be approved for single family use such as birthday parties, weddings, etc. Block parties are prohibited at any intersecting street that is controlled by a traffic control signal (Stop Light). In addition, the blocking of an entire intersection is prohibited. Vehicle traffic must be allowed to pass through on cross streets. There can be no sale of alcoholic beverages or food.

NEIGHBOR NOTIFICATION

Communication with neighbors is essential to the success of the block party. Every resident impacted by the street closure must be notified and sign the application indicating whether or not they are in favor of the party and street closure. Include all of the party details and outline the City's Guidelines and Policies in the invitation so everyone knows what to expect. Encourage feedback and provide a phone number with a point of contact.

Be considerate and prepared to compromise on logistics to accommodate neighbors who may have other plans for that day, i.e. garage sale, moving day, etc. Those who choose not to attend can park

vehicles outside of the barricades along intersecting streets in approved locations. Post signs a day or two before the party to remind everyone that the street will be closed.

The City of Cleveland will not mediate disagreements between neighbors about the street closure nor any aspect of the party. The permit application must include signatures from at least one responsible resident from each household affected by the street closure. There must be agreement from the majority of neighbors about the street closure. Complaints about the block party may result in revocation/cancellation of the permit and may jeopardize future requests.

BARRACADING REQUIREMENTS

Barricades will be delivered to the designated intersection per the application by the Department of Public Works. Block Party permits are to be displayed on the barricades. The use of vehicles to block the street is prohibited.

It is the Block Party Coordinator's responsibility to set up and remove the barricades to the curb for collection on the next business day, after the street is clear from debris and obstructions.

If there is damage to City property, or loaned items are lost or stolen, the block party coordinator will be billed for the cost of the replacement or repair.

An unobstructed emergency path 10' wide is needed the entire length of the street being used.

SAFETY REQUIREMENTS

In the event of a fire/medical/police emergency, the Block Party Coordinator must see that any barricades are removed.

Inflatable children's bouncers, or other such entertainment, if used, must be placed on private property and are the responsibility of the property owner. Placement of these devices in the public right-of-way including the parkway is **prohibited**.

Fire hydrants must be accessible at all times. The fire department will not be responsible for any damage to property while trying to access the fire hydrants for use.

Disorderly conduct complaints or disturbances of the peace will be addressed by the police department as appropriate. A block party is not an excuse to break the law. Noise levels must be kept at an acceptable level.

Party is subject to City laws (i.e. loud music, disorderly conduct). If a complaint is received regarding violations, the Police Department will notify the Block Party Coordinator, and may cause the party to be disbanded or moved inside.

Clean-up of both the street and parkways are required immediately following the event. The street must be open to traffic no later than 6:00 p.m. The Block Party Coordinator will be responsible for closing down the block party prior to 6:00 p.m., ensuring all participants vacate the street, and all items are removed.



City of Cleveland Block Party Request Form

A minimum of 14 days' notice is required prior to the block party.

Date of Request: _____

Date of block party: _____ Estimated attendance: _____

Time of block party - From: _____ To: _____

Street: _____ Address range: _____

Block Party Coordinator's contact name/address/phone/email: _____

Available cell phone contact number during the block party: _____

Will there be amplified music or sound associated with the event? Yes ___ No ___

Important:

- In the event of a fire/medical/ police emergency, any barricades must be removed.
- Fire hydrants must be accessible at all times.
- A 10 foot minimum road access must be kept available for emergency vehicle use.
- No food or beverages may be sold.

Your signature indicates you have read and understand the Block Party Policy. You agree to abide by, and adhere to this policy.

Block Party Coordinator's signature: _____

If the barricades have not been delivered by noon, on the Friday prior to the event, contact Public Works 662-846-1471 prior to 2:00 PM.

Police Department- Approved__ Denied__ By_____ Comment_____

Fire Department- Approved__ Denied__ By_____ Comment_____

Public Works Dept- Approved__ Denied__ By_____ Comment_____

Action: Approved _____ Denied _____ Permit Issued _____

Block Party Coordinator Notified _____ Initials _____

CITY OF CLEVELAND INDEMNIFICATION AGREEMENT

The person or organization requesting the Block Party permit shall defend, indemnify and hold harmless the City of Cleveland(including all agents and or/it's insurer) and all City employees, officers and elected officials from and against any and all claims, demands, actions , cause of action, damages and costs(including attorney fees) arising out or by reason of any event or occurrence relating to or arising out of the Block Party, activity and/or use the City's facilities or equipment brought on or on behalf of any person or organization against the City (including all employees and or it's insurers).

The organization/person further covenants and agrees on their own behalf and for the City (including all employees, agents, and/or its insurers) that if any person or organization files a lawsuit or otherwise makes a claim against anyone other than the City(including all employees, agents and/or its insurers) for damages as a result of the event or occurrence or for the treatment of injuries arising out of the event or occurrence, and if as a result of that suit or claim , claims and/or demands are made against the City (including all employees, agents and/or its insurers) such Organization/Person will indemnify and save the City (including all employees, agents and /or its insurers) from any and all claims, demands, actions, causes of action, damages and costs (including attorney fees) which the City (including all employees, agents and/or its insurers) incurs in defense of any such claims or demands or becomes obligated to pay anyone as a result of the event or occurrence or treatment of injuries arising out of the event or occurrence.

The Organization/Person shall further provide its own security at such event.

I agree to the terms set forth in this agreement and will be responsible for any damages or charges incurred as a result of, arising out of, or related to the event or occurrence.

Signature (Responsible Party)

Print Name (Responsible Party)

Address

E-Mail Address

Phone Number

Date

Approved by
City of Cleveland Representative

Date

Block Party Signatures (use additional sheets as needed to include all resident signatures)

Signatures from at least one resident from each/all residences located along the proposed closed street must be provided along with their favor of the party of not.

Property Owner	Address	Signature	In Favor?	
1.			Yes	No
2.			Yes	No
3.			Yes	No
4.			Yes	No
5.			Yes	No
6.			Yes	No
7.			Yes	No
8.			Yes	No
9.			Yes	No
10.			Yes	No
11.			Yes	No
12.			Yes	No
13.			Yes	No
14.			Yes	No
15.			Yes	No
16.			Yes	No
17.			Yes	No
18.			Yes	No
19.			Yes	No
20.			Yes	No
21.			Yes	No
22.			Yes	No
23.			Yes	No
24.			Yes	No
25.			Yes	No
26.			Yes	No
27.			Yes	No
28.			Yes	No
29.			Yes	No
30.			Yes	No
31.			Yes	No
32.			Yes	No
33.			Yes	No
34.			Yes	No
35.			Yes	No
36.			Yes	No
37.			Yes	No
38.			Yes	No
39.			Yes	No
40.			Yes	No