



# City of Scottsdale Block Party Application

Neighborhood or Organization Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Email: \_\_\_\_\_

Major Crossroads: \_\_\_\_\_

Event Date: \_\_\_\_\_ Event Time: \_\_\_\_\_

Where Will the Event Take Place? \_\_\_\_\_

Expected number of homes participating \_\_\_\_\_

**Do you want to reserve any of the following equipment (2-week notice required)?**

- Microphone  Traffic cones  Ice chest  Shade canopy   
Ice/toy/game tub  Coffeemaker  Water cooler

**Would you like to invite city staff or elected officials to your party (30-day notice)?**

- Fire  Police  Solid Waste/Recycling  Mayor/Council   
Library  Parks & Rec  Other  \_\_\_\_\_ (describe)

**Would you like information on any of the following?**

- Neighborhood Meeting  Neighborhood Watch  G.A.I.N. Event   
Neighborhood Notification Program

**TO SUBMIT COMPLETED APPLICATION**

**MAIL TO:**

Neighborhood Services  
Block Party Coordinator  
7506 E Indian School Rd.  
Scottsdale, AZ 85251

**FAX TO:**

(480) 312-2888

OR

**EMAIL TO:**

[neighborhoods@scottsdaleaz.gov](mailto:neighborhoods@scottsdaleaz.gov)

**(480) 312-3111**

9/21/2016



# City of Scottsdale Block Party Application

## **NEIGHBORHOOD BLOCK PARTY POLICIES**

By submitting the attached Block Party Application,  
you agree to the following Block Party Policies:

### In general

- Block parties must be organized by a neighborhood leader or designated party coordinator
- Block party organizer/coordinator must be over the age of 21
- Block parties do not generally require a permit process; however, a Special Events Permit may be required for parties that will block certain types of streets, and/or that include live entertainment or amplified music, and/or if alcohol will be sold. For more information call Neighborhood Services at (480) 312-3111
- No street except for neighborhood streets may be blocked; cul de sacs are preferred
- A barricade plan must be submitted with each Block Party Application. Using paper and pencil or a map, show a simple diagram of streets and corners involved, name each street, and indicate with "X's" where barricades will be placed
- Requests for city staff or elected officials must be made 30 in advance by submitting a completed Block Party Application (attached). Requested visitors are provided on an "as available" basis only

### Block party equipment loans

- Requests for equipment must be received at least 2 weeks by submitting a completed Block Party Application (attached)
- Party organizer/coordinator must arrange for equipment pick up and return
- Normal equipment checkout is from Friday to the following Monday (please ask for prior approval for alternate arrangements by calling the city's Block Party coordinator—contact info on application form)
- Proper ID (Driver's license, State ID, U.S. Government ID, US passport) is required for equipment check out
- Registered organizers may be held responsible for loss or damage to city equipment
- For a full list of current equipment, see our website at [www.scottsdaleaz.gov](http://www.scottsdaleaz.gov) and search for Block Parties, or call (480) 312-3111 for more information
- Equipment checkout is subject to availability

City of Scottsdale Neighborhood Services  
7506 E Indian School Rd.  
Scottsdale, Arizona 85251  
(480) 312-3111  
Fax (480)-312-2888  
[neighborhoods@scottsdaleaz.gov](mailto:neighborhoods@scottsdaleaz.gov)

