



# City of Scottsdale Block Party Application

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

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

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

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

Neighborhood Boundaries or Major Crossroads: \_\_\_\_\_

North: \_\_\_\_\_ South: \_\_\_\_\_

East: \_\_\_\_\_ West: \_\_\_\_\_

Date/Time of Event: \_\_\_\_\_

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

Expected Number of homes participating \_\_\_\_\_

Do you want to reserve any of the following equipment?

Microphone  Traffic cones  Ice chests  Shade canopy

Would you like to invite city representatives or elected officials to your party?

Fire  Police  Solid Waste/Recycling  Officials

Other  \_\_\_\_\_ (describe)

Would you like information on any of the following?

Help with organizing your neighborhood  Neighborhood Watch

G.A.I.N. Event  Neighborhood Notification Program

## **TO SUBMIT COMPLETED APPLICATION**

### **MAIL TO:**

Neighborhood Services  
Block Party Coordinator  
7447 E Indian School Rd #300  
Scottsdale, AZ 85251

OR

### **FAX TO:**

(480) 312-2888

### **EMAIL TO:**

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

**(480) 312-3111**

10/8/2009



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## **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
- 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 where barricades will be placed with "X's"
- 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  
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