

CITY OF MUSKEGON BLOCK PARTY APPLICATION

An application is required for any Block Party using City property. The application and fee must be submitted to the City of Muskegon Planning Department at least 30 days prior to the Block Party.

**Return completed application with payment to the City of Muskegon Planning Department,
P.O. Box 536, 933 Terrace St., Muskegon, MI 49443-0536. Telephone: 231.724.6702**

► BLOCK PARTY FEES

APPLICATION FEE	\$50*	*Application fee may be refunded if the application is denied by the city. Application fee will not be refunded if event is cancelled by the applicant.
CLEANING FEE If required	\$100**	**Will be charged to the applicant after the event if city property is not returned to its original condition and/or trash is left on city property.

► I. BLOCK PARTY SUMMARY

NEIGHBORHOOD	
BLOCK PARTY DATE	<i>Must be between May 1 and October 30</i>
TIME OF BLOCK PARTY	START: _____ END: _____ <i>Start and end times must be during daylight hours</i>
STREET TO BE CLOSED	
BETWEEN WHICH STREETS (limited to one block only)	STREET NAME: _____ STREET NAME: _____

► II. APPLICANT INFORMATION

APPLICANT / RESPONSIBLE PARTY'S NAME	
APPLICANT ADDRESS	
APPLICANT PHONE NO(s).	
APPLICANT E-MAIL ADDRESS	
CONTACT NAME & PHONE NUMBER DURING EVENT	Representative must be on site and available during event hours

► III. LIABILITY WAIVER

APPLICANT(S) voluntarily agree, understand and recognize that participants will have no right to make a claim or file a lawsuit against the City arising out of the use of City property.

Use of City facilities is at your own risk, with participants exercising his/her own free choice to participate voluntarily in this activity, and participants assume responsibility for any and all such risks and dangers.

► IV. REQUIREMENTS OF THE BLOCK PARTY PERMIT

1. Applicant shall comply with all rules and regulations of the City of Muskegon Block Party Policy.
2. Applicant shall comply with all City of Muskegon Ordinances.
3. Applicant shall save the City of Muskegon harmless from all claims.
4. At least 51% of the residents on the block must be in favor of the party and must sign the petition.
5. City property will be left clean and free of litter. Failure of the applicant to satisfactorily clean the site may result in the City cleaning the site and billing the applicant for its services.
6. The City reserves the right to deny changes to the application once final approval is given.
7. Failure to provide any requested information in a timely manner or providing false information may result in denial or revocation of the block party permit.

With my signature, I certify that I have read and agree to the City of Muskegon Block Party Policy and all items listed on this application. I further certify that I have contacted all households and/or businesses on the affected block and have obtained their signatures on the Block Party Petition form which is included with this application.

I agree to abide by all applicable ordinances & regulations.

Signature of Applicant

Date

Thank you for helping us help you make your event safe and successful.

Block party application submission checklist:

- _____ City of Muskegon Block Party Application
- _____ \$50 application fee
- _____ Block Party Petition with neighbor signatures
- _____ Copy of Liability Insurance Policy

CITY STAFF USE ONLY:

Approved by:

Name

Date

Title