HOW TO HOST A

BLOCK PARTY

Tell your neighbors and collect signatures

Complete the DDOT "Neighborhood Block Party Temporary Street Closing Petition"

- This can be found on DDOT's website (ddot.dc.gov/node/482352) or on the back of this flyer.
- You must get signatures from at least 51% of the households of your block

Fill out and submit the application

- 1. Got to tops.ddot.dc.gov and create an account
- 2. Click "Enter" under Parking/Occupancy Permit
- 3. Select "Apply for parking signs/temporary occupancy permits"
- 4. Select "Block party," which will guide you through the application process
- Note: there is a \$50 fee for the permit and road closure.
- Applications must be completed and submitted at least 16 days before your event.
- If you don't feel comfortable doing this online, visit the permit center at 1100 4th Street, SW weekdays before 3:30PM

You're ready to host

- Notify the Police Department and invite your Advisory Neighborhood Commissioner
 Don't forget to let us know, the Councilmember would love to attend
- 2. Review the District's block party rules, including no alcohol consumption and no vending The full list can be found at http://ddot.dc.gov/page/neighborhood-block-parties
- 3. Have a great time, and make sure people are ready to clean up afterwards

FOR ASSISTANCE CALL:
COUNCILMEMBER NADEAU'S OFFICE
(202)724-8181



NEIGHBORHOOD BLOCK PARTY TEMPORARY STREET CLOSING PETITION



District Department of Transportation 1100 4th Street SW, 3rd floor Washington, IX: 20024 Telephone (202)442-4670 [Fax (202)535-2221] Website: www.ddot.de.gov

| Street to be closed: | Street Closure Start Time (include set-up) | | Street Closure End Time (no later than 10:00 pm -include clean-up) | | |
|----------------------|---|--|---|--|--|
| (Closure must not e | sceed two intersecting streets.) | | | | |
| Between: | and | | Rain Date: | | |

We, the undersigned, being residents/owners/authorized/business—officials of properties abutting the section of the street requested for closure for a Neighborhood Block Party as described in the foregoing application, do hereby consent to temporary street closure as noted herein. (Only original signatures are accepted.)

| Name (PRINT) | Address & Unit Number | Signature | Telephone Number | |
|--------------|-----------------------|-----------|------------------|--|
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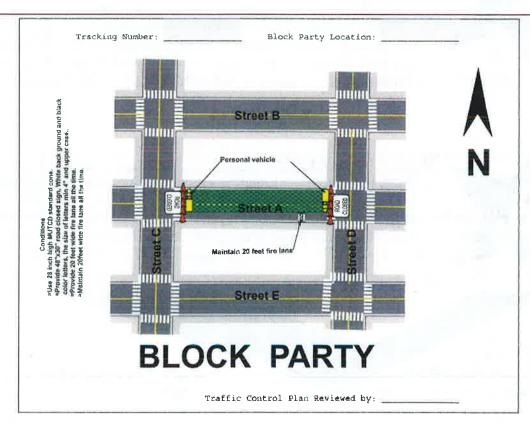
Applicant attests that the signed petition represents at least 51% of the residents/owners/authorized/business officials of properties abutting the section of the street requested for closure for a Neighborhood Block Party as noted herein and described in the foregoing application. (Use additional forms as necessary. Each form much be signed by applicant.)

| | | |
|------------------------|------|--|
| Signature of Applicant | | |
| SUBDIMETITE OF SUBDIME | | |

Printed Name

Date

SHPFSCP_2012



Form can be found on DDOT's website ddot.dc.gov/ node/482352