




*Tier I events*  
**Neighborhood Event / Block Party Applicant Information Form**

Applicant Name:	
Phone Number:	Cell Phone Number:
Email:	
Address:	
Subdivision Name:	
Date of Event:	
Hour(s) of Event:	
Purpose for the Event <i>(attach a separate sheet if necessary)</i> :	

**If street barricades are to be used, diagram the direction, location and street names affected or print and attach a map marked with location of barricades:**

North 
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Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_



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- 1. The block party/neighborhood event application must be submitted at the Parks & Recreation Department customer service desk at least 14 days before the event.
2. Applicant agrees to supply a diagram showing the location of any street barricades to be used in the Town's right-of-way.
3. It is required that written notification shall be delivered to each property affected by street barricading and any related Home Owner Association (HOA) at least 7 days prior to the day of the event.
4. Applicant agrees there will be no more than 100 people participating in this event.
5. Applicant agrees no temporary or portable enclosed structures will be used during the course of this event.
6. Applicant agrees no more than one portable generator shall be used.
7. Applicant agrees no commercial vendors shall be present or associated with this event.
8. Applicant agrees to remove any and all equipment, trash or debris from the event site and/or parking lot site at the conclusion of the event.
9. The applicant agrees to abide by all Town ordinances addressing noise and public safety after receiving a special event approval and any right of way permits from the Town.
10. Applicant agrees to indemnify the Town of Queen Creek for any damage or injury as a result of this event.
11. If the event is misrepresented or is altered post review, rendering the prescribed plan inadequate, the Town maintains the right to shut down any or all components of the event, or to provide additional Fire services that will be billed directly to the host organization/individual.

The information provided is true and correct and I have read and agree to abide by the Town of Queen Creek Special Event requirements.

SIGNATURE REQUIRED

Table with 3 columns: Print Name, Signature, Date