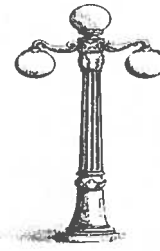


Borough of Lewisburg

55 South Fifth Street
Lewisburg, PA 17837
(570)523-3614



Block Party Application

(Application must be received at least 4 weeks prior to party request.)

Block Party Information	
Start Date /Time (include setup):	End Date/Time (include clean up):
Location:	Number of Attendees:
Purpose of Party:	
Will Amplification be Used?	Are parking meters on this block?

Organizer Information	
Applicant 1 Name (must be present at event):	
Email:	Daytime Phone:
Address:	Evening Phone:
Applicant 2 Name:	
Email:	Daytime Phone:
Address:	Evening Phone:

Compliance Information
I, the above listed applicant, have thoroughly read and understand the conditions of this application. I understand the proposed event must comply with all Laws of the Commonwealth of Pennsylvania and the Ordinances of the Borough of Lewisburg and attached requirements. I understand that I must be present at the event and must be easily accessible at this event.
Applicant 1 Signature and Date:
I, the above listed applicant, have thoroughly read and understand the conditions of this application. I understand the proposed event must comply with all Laws of the Commonwealth of Pennsylvania and the Ordinances of the Borough of Lewisburg and attached requirements.
Applicant 2 Signature and Date:

Additional Block Party Paperwork Requirements

Certificate of Insurance

Submitted: Yes No

Certificate of Insurance must show coverage in the amount of \$1,000,000 single occurrence/ \$2,000,000 aggregate. Borough of Lewisburg must be listed in the Certificate Holder section. Block party date must be listed in the notes section.

Buffalo Valley Regional Police Approval

Submitted: Yes No

Written proof is required for verification. Email approval is acceptable.
Buffalo Valley Regional Police Office
1610 Industrial Boulevard
Lewisburg, PA 17837 Phone:(570)524-5151

William Cameron Engine Company Approval

Submitted: Yes No

Written proof is required for verification. Email approval is acceptable.
William Cameron Engine Company Location
11 Buffalo Road
Lewisburg, PA 17837 Phone:(570)524-2295

Notification to Residents/Businesses

Submitted: Yes No

It is the responsibility of the organizer to notify all residents and/or businesses on the effected block of the Block Party prior to submitting application. Give a description of method of notification:

Approval Signature List of Neighbor

Submitted: Yes No

Applicant must submit the Borough list of Neighbor Approval along with application. Forth percent (40%) of all residents and/or businesses must approve and sign the list.

Payment of Charges

Submitted: Yes No

See the pricing sheet for the total due. Minimum charge of \$50 which includes two barricades and one refuse barrel. Additional charges may be assessed if additional barricades, cones, or refuse barrels are required by the Borough. Additional charges will be assessed if the street closure also contains parking meters. Only Cash or Check accepted. Checks payable to Lewisburg Borough. Fee must be received one week prior to Block party.

Application Approved Application Denied (List Reason Below)

Reason: _____

Borough Representative

Date

Block Party Rules and Regulations

The proposed event must comply with all Laws of the Commonwealth of Pennsylvania and the Ordinances of the Borough of Lewisburg and attached requirements.

Borough ordinances regarding noise, open-containers and alcoholic beverages, and open fires must be followed.

Alcohol is not permitted to be served during a block party.

Applicant must call Emergency Services at (570)523-1113 to report street closure and street re-opening at the start and end of party.

Block parties are only permitted between 9 am and 9pm including setup and clean up.

The following streets and/or alleyways are not available for block parties: Market Street, North and South Third Streets, St. Anthony Street, Route 15, Route 192, Moore Avenue, North and South Seventh Streets, North Water Street, Brown Street, Cherry Alley and White Pine Alley.

Only one block on a street may be closed at a time. Cross streets or alleys will not be blocked in any way. If an alley crosses a block where the block party is being held, that crossway will be open with barricades on the main block to allow for traffic.

No block will be issued more than two permits in a calendar year.

Permits can be issued for alleys, as well as streets, but no block may have the alley and street closed at the same time.

Block parties permits are only available to residents of that block. Parties are only permitted for social activities (holiday parties, birthday parties, ect). Commercial or political activities will not be permitted. Private parties are not permitted, all residents of that block must be permitted.

Fees are not permitted to be charged for admittance to the party.

Paint of any type is not permitted on Borough streets or alleys. Chalk may be used so long as it is washed from the surface as soon as the event concludes but must have prior approval. Signage or equipment must not be attached to light standards or parking meters via tape, glues, nails, staples or any item that may cause damage to the item or the paint on the item.

All barricades, cones, and/or trash receptacles must be removed from the street and placed at the curb once the street or alley is reopened by the party host until items are collected by the Borough Crew.

The applicant acknowledges that this Agreement relates only to the Borough premises, property, and/or equipment and the use specified, and that the use of any other Lewisburg Borough premises, property, and/or equipment of the Borough other than the one specified shall require the prior written approval of the Borough Manager and/or be subject to confirmation by Borough Council at its next regularly scheduled meeting.

The Borough designates the Mayor, Borough Manager, Borough Foreman, Chief of Police, and Borough Council members as agents for the purpose of supervising the Borough premises, property, and/or equipment, the use thereof, and terms and conditions of this Agreement. The applicant agrees to accept the decision of any one of these agents regarding the Borough premises, property, and/or equipment, provided that the applicant may appeal such decision to Borough Council at its next regularly scheduled meeting. The applicant agrees that the decision of Borough Council shall be final and binding.

The applicant shall be responsible for any and all damages to the Borough premises, property, and/or equipment during use.

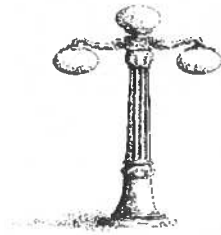
Any violation or breach of any provision hereof shall result in the immediate termination of this Agreement and the right to use the Borough premises, property, and/or equipment.

The User shall so conduct its activities upon or while using the Borough premises, property, and/or equipment so as not to endanger any person or persons lawfully thereon; and does hereby release and agree to indemnify, defend and hold harmless the Borough and all of its officers, agents and employees from and against any and all claims, actions, causes of action, demands or judgments for losses, injuries, costs, expenses, liabilities and damages of any kind and nature to any person or property, whether belonging to the User or any other person, or to the Borough or its officers, agents and employees, occasioned wholly or in part by the acts or omissions of, or which may arise from or be due to the use, misuse or abuse of all or any part of the Borough premises, property, and/or equipment by, the User, its agents, officers, employees, representatives, students, guests, patrons, spectators or any person or persons admitted to the event while the same is used or being used by or under the control of the User, or in any manner arising out of or connected with, directly or indirectly, its use or operation of the Borough premises, property, and/or equipment.

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Block Party/Equipment Fees



Event Date: _____

Item	Price	Quantity	Total Cost
Block Party Fee	\$50.00	1	\$50.00
Barricades	Included	2	\$0.00
Additional Barricades	\$15.00		
Refuse Barrell	Included	1	\$0.00
Additional Refuse Barrels	\$10.00		
Traffic Cones	\$2.00		
Meter Bag	\$1.00		
Meter Closure Fee per day	\$3.00		

	Total Due	
Office Use Only	Received by:	Date:

