



VILLAGE OF FOX LAKE

Block Party Permit Request and Depositor's Responsibilities

BLOCK PARTY PROTOCOL

Block party permit requests must be submitted (completed) to the Permitting Department at least five working days prior to the event.

All addresses on the street affected shall be listed. All Residents (an Adult occupant) of each address must be contacted and their consent must be obtained by signature on the Neighborhood Block Party Consent Form.

BARRICADES: Barricades are mandatory. A \$100.00 deposit per pair of barricades is required at the time of application. Barricades are to be picked up and returned to the Public Works facility, at 216 Washington St, between the hours of 7:30 a.m. and 2:30 p.m. Barricades must be returned the first working day after the date of the block party, between the hours of 7:30 a.m. and 2:30 p.m. If the barricades are not returned, or if they are damaged, the depositor is responsible for the cost of replacement barricades. If the barricades are returned late, there will be a \$5 charge per day per barricade. If the Department of Public Works has to be called out on a weekend to provide barricades, you will forfeit \$50.00 of the deposit. Where the Department of Public Works has designated that warning barricades be used, the same remedies shall apply.

- There will be no live or amplified music.
- The block party hours must end and the roadway passable by 8:00 p.m. with block party's occurring Monday-Saturday and by 5:00pm on Sunday block parties.
- All litter and debris shall be removed by the end of the Event.
- The block party will not unreasonably interfere with (or restrict the delivery of) Village or emergency services.
- Should there be any complaints during the block party from residents and a police squad car is dispatched, the Depositor will serve as primary contact and permission to continue the party may be rescinded.
- In the event that the alternate (or 'rain') date is going to be used instead of the primary date requested, the individual whose signature appears below shall contact the Village of Fox Lake Permitting Department at (847) 587-3176 to advise.

Signed this _____ day of _____, _____.

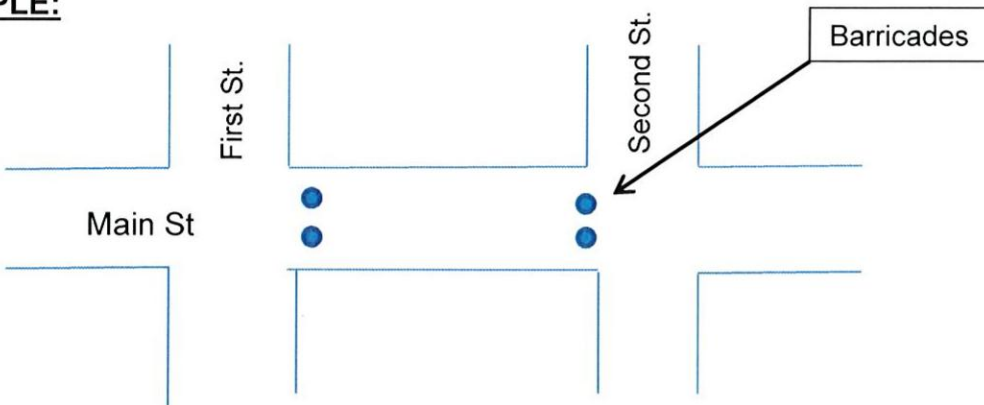
Signature of Person responsible for this event: _____

Address: _____



Prior to approval for the use of Village barricades, the applicant is required to identify the exact placement of the barricades. In the space provided below, please draw a map indicating the location of the barricades to be used for the event and provide a description of the street(s) to be closed to non-emergency traffic (see example below).

EXAMPLE:



Map showing the Location of the Barricades:

Description:



VILLAGE OF FOX LAKE ~ Department of Public Works
NEIGHBORHOOD BLOCK PARTY CONSENT FORM

The Protocol for Block Parties has been explained and a signed copy provided to the Depositor. **Barricades are mandatory.**

Name of Street:			
Date of Block Party:		Start Time:	Finish Time: ☐ 8:00 p.m. or ☐ 5:00pm
Proposed Rain Date:			
Depositor – Signature		Day – Phone	
& Address		Eve – Phone	

ALL Residents (including Depositor) of the above named street must sign this consent form below.

The following Residents, by signature, consent to a proposed block party as described above. Further, the undersigned Residents indicate understanding that the Street named above will be barricaded in part or in total preventing thru-traffic. Return completed form and check to Permitting Department, 66 Thillen Dr, Fox Lake, IL 60020 at least 5 week days prior to party.

Print Last Name	Address	Signature of Resident

FOR OFFICE USE ONLY

1. Received Signatures & Deposit (Date/By):	5. Review and Remarks: ☐ approved ☐ denied
2. Check Number:	6. Police Department: reviewed and approved by:
3. Barricades (Date picked up & number):	7. Deposit Check Returned On:
4. Barricades Returned:	8. Copies to ☐ , Fire Dept. ☐ , Police ☐ and Streets ☐