



A Family Community For A Lifetime

# Block Party Application

**Must be submitted 14 business days prior to party.**

|  |                      |            |                      |            |                      |
|--|----------------------|------------|----------------------|------------|----------------------|
| Date of party                              | <input type="text"/> | Start time | <input type="text"/> | End time   | <input type="text"/> |
| Applicant name                             | <input type="text"/> | Address    | <input type="text"/> | Home phone | <input type="text"/> |
| Neighborhood of block party                | <input type="text"/> |            |                      |            |                      |
| Address of party (if different than above) | <input type="text"/> |            |                      |            |                      |
| Email Address                              | <input type="text"/> |            |                      |            |                      |

**Cones or barricades: limit of 2 cones OR barricades**

2 cones       2 barricades

If blocking a street or cul-de-sac, you must have your neighbors sign the Block Party Consent Form.

*Cones/Barricades may be picked up and returned to the Public Works Department at the Service Center (816 S. Coppell Rd.), Monday - Friday, 8am - 5pm. Please call 972-462-5157 to make arrangements.*

*Arrangements cannot be made until your application has been submitted and processed. Please allow 3 business days for processing.*

**Fire Engine Display or Police Officer Visit Requested**

**Police and Fire subject to availability due to calls for service and cannot always be scheduled for visits. A representative from the department will contact you to confirm availability.**

|                |                           |                          |                |                      |
|----------------|---------------------------|--------------------------|----------------|----------------------|
| Fire Engine    | <input type="radio"/> yes | <input type="radio"/> no | Time requested | <input type="text"/> |
| Police Officer | <input type="radio"/> yes | <input type="radio"/> no | Time requested | <input type="text"/> |

**Please read the following before submitting your application:**

- Applicant must reside on block being closed.
- Parties that include city property (parks) must provide a liability insurance listing the City of Coppell as an additional insured in the amount of \$1 million.
- All fire lanes, fire hydrants, manholes and valve covers must be accessible at all times.
- Block Party Applicant must have a CONSENT FORM (pg.2) signed by ALL residents on the block. Consent form must be submitted **5 days prior to party**.
- Other documents or permits may be required by the City of Coppell before your party is approved.
- Please be courteous of surrounding neighborhoods when playing music.
- You will receive a copy of your application with the "Approved" or "Denied" box checked. Please allow 3 business days to process.

**I hereby certify that I understand the requirements listed above and that the statements contained herein are true and correct to the best of my knowledge and belief.**

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Please submit application to the Police Department  
130 Town Center Blvd, Coppell, TX 75019  
police@coppelltx.gov

**-OFFICE USE ONLY-**

Approved       Denied



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## -- Consent Form --

**Must be submitted 5 days prior to party.**

Signatures and address of all homeowners affected by the proposed party are required.  
 If a homeowner does not approve, their signature and address is still required.  
 At least 75% of the homeowners must approve to host the party.  
 Use additional paper if necessary.

| APPROVE<br>(Y/N) | ADDRESS | PRINT NAME | PHONE<br>NUMBER | SIGNATURE |
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