

# Application form for a street party

## Road closure for residential street parties

Name of person:

Organisation (if applicable):

Contact address (including postcode):

Telephone number (daytime):

Telephone number (evening):

Email address:

Name of road(s) to be closed:

Date and time of road closure

If you plan to close only a section of the road(s), where will the closure begin and end?

From:
To:

Give a brief list of properties affected. This means any property, residential or commercial, which is located on or accessed only by the road(s) you wish to close – e.g. Cedar Close numbers 1-20 and numbers 21-98

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Are any of the roads to be closed used by through traffic?  
YES/NO

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If yes, you may need to send a traffic plan showing the extent of the closure and an alternative route for traffic.

Are you planning on closing a road that is part of a bus route?  
YES/NO

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If yes, the bus company will need to be consulted.

Will access for emergency vehicles (if required) be readily available at all times?

YES/NO

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If not you will need to change your plans to accommodate them.

How will people know the road has been closed off - have you thought about barriers/diversion signs needed?

If yes, can you say what you will be doing?

If no, you can speak to your council or Streets Alive who will be able to help you with street signs (<http://www.streetparty.org.uk/road-closed-signs.aspx>).

Have most residents agreed to this event?

YES/NO

The council will want to ensure most people are happy with this event, so if there are any objections you should let them know. They may be able to help you resolve any objections. Not everyone will be able to participate so let everyone know what time the party will start and end (you may want to finish by 9pm to minimise noise).

If you are planning a road closure you will also need to consult businesses in the wider area that may be affected. Have you already consulted all premises about the road closure?

YES/NO

If yes, please attach a copy of your consultation invitation/notice and confirm the date it was sent:

### What happens next?

Send your completed form to your local council. To find your council enter your postcode at [Find your local council](#).

In areas where there is a district or borough council **and** a county council, it will normally be the district or borough council which deals with road closures for street parties.

Once you've completed a form and sent it to your local council, they will look at what you are proposing, process your application for a road closure and let you know if there is anything else you need to consider.