



Block Party Notification Application

City of Merriam, Kansas

Today's Date: ____/____/____ (PLEASE ALLOW 5 DAYS PROCESSING PRIOR TO EVENT DATE)

Date of Block Party: ____/____/____. Will Liquor &/or Malt Beverages be serve? ()YES ()NO

Starting Time: _____ Ending Time: _____

Type of Event: _____

Exact street locations the barricades will be placed: _____

It is acknowledged and understood that the City of Merriam, Kansas, is not responsible for injuries or damage resulting from the aforesaid block party, and that the attendees of said block party assume all risks associated with activities conducted at said block party. Events must comply with City nuisance and noise ordinance and are valid only until 10:00 p.m.

Property Owner/Manager's Name

Address

Name (Please print)

Address

Signature of Person Named Above

Telephone No.: Day and Evening

Call 911 or 782-0720 in case of EMERGENCY.

SPECIAL NOTE: The Chief of Police, Fire Chief or their designated representative may cancel this permit at any time for Public Safety reasons

Routing Procedure For City Staff Use Only

1. Keep copy of form in Administration to monitor approval from Police Department.
2. Send original form to Police Chief for approval: _____
Police Chief Signature
3. Return approved original form to Administration for continued routing.
4. Administration sends copy of form to the **Property Owner, Fire, Police** and **Public Works Depts.**
5. Public Works Department delivers barricades on Friday afternoon preceding party.
6. Administration office files original form in City Clerk's correspondence file.