

STREET BLOCKING PERMIT APPLICATION

Cincinnati Police Department - Special Events Unit
 150 E. Freedom Way, Cincinnati, OH 45202
 (513)352-5434 or (513)352-5426
www.cincinnati-oh.gov/police/



		Shaded areas for CPD – SEU use only.	
Event/application #:		Treasurer's number:	
Date applicant notified of amount due:		Date paid at Treasurers:	
Notified by:		Application fee:	\$25.00

The City of Cincinnati enacted Emergency Ordinance #116-2014 into law June 4, 2014. Effective July 1, 2014, the ordinance revised Cincinnati Municipal Code, Section 506-91, requiring payment of a non-refundable \$25 permit application fee to the City Treasurer's Office, located in City Hall, 801 Plum Street, Room #202, Cincinnati OH 45202.

Applications must be completed and returned to the Cincinnati Police Department, Special Events Unit, a **minimum of twenty-one (21) days prior to the event.** Before submitting this application, notify all property owners or occupants whose sole route for ingress and egress from their residence will be affected by your event **and** attach their signatures of approval to this form.

Name or Title of the Event:		
Sponsor/Producer:		
Contact Person(s) responsible for and authorized to represent this permit on all matters:		
	<u>Primary contact person:</u>	<u>Secondary contact person:</u>
Name:		
Street address:		
City, State, ZIP code:		
E-mail address:		
Primary phone number:		
Secondary phone number:		

Event date:		
Event times – from:	to:	Street closed – from:
		to:

Location of Block Party/Street Blocking:		
(ATTACH YOUR MAP, DRAWING, OR SITE DIAGRAM)		

Nature of Event:		Estimated attendance:	
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Resident Notifications:	<input type="checkbox"/> Attached	<input type="checkbox"/> Not attached
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I (we) agree to indemnify and hold harmless the City of Cincinnati, the Cincinnati Police Department, its officers, agents, employees, and volunteers from any and all loss, claims, expenses, actions, causes of action, costs, damages, and obligations, financial or otherwise, including attorney fees and legal expenses, arising from any and all acts of the Permit Holder, Permit Holder's guests, invitees, and licensees, that result in injury to persons or damage to property.
 Approval of this permit may require providing a certificate of insurance, naming the City as additionally insured.

Signature of Permit Holder / Authorized Person:	
Name (please print):	
Date:	

This application for Street Blocking Permit is hereby:

Granted: _____ Not Granted: _____

Police Department Supervisor _____ Date _____

Chief of Police (or Chief's designee) _____ Date _____

This permit is granted subject to the following terms and conditions:

1. The permit holder is required to provide sufficient trash receptacles to ensure all trash, garbage, refuse, waste, etc. is properly contained and at no time permitted to accumulate outside receptacle(s), or be left lying unattended during the event. Additionally, the permit holder is solely responsible for ensuring all trash, garbage, refuse, waste, etc. is properly removed and disposed of following the event.
2. The permit holder will provide suitable barricades to block the street and will remove them at the conclusion of the event. Traffic and Road Operations has available traffic aids that can be rented in conjunction with this permit (see list below).
3. **This permit only closes the roads to vehicular traffic. This permit does not allow for barbeques, games, drinking liquor or beer, and other activities within the street.**
4. **The laws of the City and State must be observed, including but not limited to: litter, noise (loud music), liquor, and conduct.**
5. Access must be provided for fire apparatus and/or other emergency vehicles in case they are needed. Therefore, parking must be limited to one side of the street only.
6. This permit is only valid for the date and time indicated.
7. **THIS PERMIT MUST BE IN THE APPLICANT'S POSSESSION AT ALL TIMES DURING THE EVENT.**

Traffic and Road Operations – (513) 352-4329

Cones:

28"
18"
48"

Signs:

48" X 48"
36" X 36"

Barricade Boards:

4'
8'
16'

Arrowboards:

Barrels:

Bike Racks:

ALL TRAFFIC AIDS MAY BE PICKED UP MONDAY THROUGH FRIDAY, 8:00 A.M. TO 2:00 P.M.
FROM: 3241 CORMANY STREET, LOCATED **ACROSS THE STREET** FROM
PARKWAY AUTO WASH (3330 CENTRAL PARKWAY).

YOU MUST BRING THIS APPROVED PERMIT WITH YOU WHEN YOU PICK UP TRAFFIC AIDS.