

# TOWN OF LEESBURG

## BLOCK PARTY PERMIT REQUEST

FOR POLICE DEPARTMENT USE

Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_

*This application must be submitted to the Leesburg Police Department, 65 Plaza Street, NE, Leesburg, VA 20176, at least 30 days prior to the date of the block party.*

Contact information:

\_\_\_\_\_  
(Name and full address of Event Coordinator)

\_\_\_\_\_  
(Daytime phone number)

\_\_\_\_\_  
(Email Address)

Date of event: \_\_\_\_\_, 20\_\_\_\_\_ Rain Date: \_\_\_\_\_, 20\_\_\_\_\_

Time frame: \_\_\_\_\_ to \_\_\_\_\_ (Street closure shall not extend past 10:00 PM)

Location: \_\_\_\_\_ from \_\_\_\_\_

(Street Name)

(House number or street intersection)

to \_\_\_\_\_ is to be blocked for the event.

(House number or street intersection)

**Note:** Section 32-8 of the Leesburg Town Code requires that at least 51% of the persons who reside on the street proposed to be closed must sign this request.

Please attach the signatures to this request utilizing the signature page provided (page 2 of this form).

In accordance with Section 32-8 of the Leesburg Town Code, permission is hereby granted to hold a block party on the above listed date and time at the above listed location.

There will be no alcoholic beverages in public and the music if any, should be kept as low as possible so that it does not disturb neighboring residents.

\_\_\_\_\_  
Kaj H. Dentler, Town Manager

\_\_\_\_\_  
Gregory C. Brown, Chief of Police

Date: \_\_\_\_\_

**BLOCK PARTY PERMIT REQUEST SIGNATURE PAGE**

The undersigned residents agree to the closure of \_\_\_\_\_  
(Location of street closure)  
on \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.  
(Date of event) (Beginning time) (Ending time)

_____ (Printed Name)	_____ (Signature)	_____ (Address)
_____ (Printed Name)	_____ (Signature)	_____ (Address)
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