Department of Public Works
BLOCK PARTY PETITION FORM

City of Jacksonville ordinance 664.401 allows for recreational street closures only upon written consent of at least 60% of occupants of property within the limits proposed for closure. Only one signature per address is allowed. Applicants should note where there are vacant or abandoned houses or businesses.
Addresses outside the closure area will NOT be accepted. Applicants must provide a map clearly showing the area being closed; hand-drawn maps are accepted, but not preferred. If possible, please use an online mapping program, such as JaxGis (maps.coj.net) or Google Maps (maps.google.com).

IMPORTANT NOTE: Emergency vehicles and residents must have access at all times. Large obstructions, such as bounce houses, are NOT allowed on the road or sidewalk. Applicants must provide proper barricades. Items such as vehicles, sawhorses, cones and ropes are not permissible substitutes. Barricade companies may be found in the phone book or online.

To ensure timely consideration, requests should be submitted at least five (5) days in advance. We strongly encourage submitting documents by e-mail; applicants will receive an auto reply to confirm the message was received.
NOTE: Requests received the day before an event, or on a Friday for an event on Saturday or Sunday, will NOT be accepted – NO EXCEPTIONS.

PLEASE PRINT CLEARLY

PURPOSE OF THE CLOSURE: _____

APPLICANT NAME _____ **STREET TO BE CLOSED** _____

PHONE _____ **FAX** _____

STREET/ADDRESS FROM _____ (Intersection or House Number) **STREET/ADDRESS TO** _____ (Intersection or House Number)

E-MAIL _____ **DATE** _____ **START TIME** _____ **END TIME** _____

By signing below, I agree with the closure being requested ***(use more sheets if necessary)***:

ADDRESS	PETITIONER NAME [PRINTED]	PETITIONER SIGNATURE	PHONE NUMBER

E-MAIL: PWAdmin@coj.net FAX: (904) 255-8905 OFFICE: 214 N. Hogan St., 10th Floor