

Application for Street Closure Permit

Fillable Form

Applicant: _____

Address: _____ Phone #: _____

Chairperson (if not applicant): _____ Phone #: _____

Organization: _____ Phone #: _____

Organization Address: _____

Is this event for profit? _____ If yes, amount of any entrance fee \$ _____

Date of Activity: _____ Time: From: _____ a.m./p.m. To: _____ a.m./p.m.

If more than 1 day please indicate date range: _____ to _____

of vehicles expected: _____ # of persons expected to attend: _____

Location and/or portion of public way to be occupied (attach sketch if necessary):
Please include specific address(es), as applicable.

Purpose of event: _____

Request use of Town barricades: _____

Request police assistance: _____

Amplified sound: _____

Have all persons abutting said street been notified of this activity: _____

The foregoing statements are true based on my best information and belief.

Applicant's Signature

Date

Street Closure Permit Information

- Include a \$100 refundable Security Deposit with this application (Surety Bond or a check in the amount of \$100) to guarantee the clean-up of the site, removal of any debris and return of Town barricades, if applicable. Make check payable to: Town of Normal.
- This application including the Indemnification Agreement (below) must be completed, signed and received by the Town at least 2 or more weeks before the event (*4 weeks prior notice is recommended*).
- If there will be Amplified Sound you must first obtain a Public Address Permit from the Normal Police Department (100 E. Phoenix Avenue). Take this application with you. \$20 fee applies. If applicable, include Public Address Permit with this application.
- If there will be more than 300 attendees *and* alcohol will be served you must first obtain a Mass Gathering Permit from the Normal Police Department (100 E. Phoenix Avenue). Take this application with you. \$100 fee applies. If applicable, include Mass Gathering Permit with this application.
- Obtain State Highway Closure Permit if activity on State Highways.
- Alcohol is not permitted on the public right-of-way.

Indemnification Agreement

It is agreed that Applicant shall indemnify and save harmless the Town against any and all claims, losses, damages and liabilities arising from any accident, injury, or other occurrence caused by any reason as to any person or to the property of any person occurring during the term of this Permit arising out of Applicants use of the property hereby permitted, and Applicant further agrees to indemnify and save Town harmless from any and all loss or damage to public property occasioned by or arising or resulting from any act on the part of Applicant or any of its agents, servants, or employees arising out of Applicant's use of the property hereby permitted.

Applicant's Signature

Date

Mail application with deposit check to:

Town of Normal
Street Closure Permit Application
11 Uptown Circle, P.O. Box 589
Normal, IL 61761

cc: Fire Department, Police Department, Public Works Department, Engineering Department