

APPLICATION FOR A ROAD CLOSURE FOR A SMALL SCALE STREET PARTY

Read our Guide to Organising Street Parties at www.lewes-eastbourne.gov.uk/streetparties before you complete this form.

CONTACT DETAILS Name, address, e mail and telephone number of applicant	
Road(s) proposed to be closed	
(Specify) Layout street plan of area enclosed (Compulsory)	Yes No To follow (Circle)
Numbers anticipated	
Do you intend to place any stall/marquee/ other structure on the road to be closed?	Yes No If yes, please specify
Will your event involve? (Please circle)	The sale of alcohol The provision of entertainment Yes No The sale of food Yes No

Consultation Process	Have all shops/businesses/residents on the identified road(s) been notified of the intention to close the road for a street party?			
	Yes No (Please circle)			
	How was this done? (Applicants are advised to consider the list below			
	Letter/flyer (Copy attached			
	Notices prominently displayed throughout the area in: (Copy attached			
	Shop windows			
	Residents windows			
	Held a Public Meeting			
	Other (Please specify)			
	Name(s) and address(es) of any objectors (Please provide copies of all objections to the council)			
Any objections?				
Duration of Closure	From: a.m/p.m on day			
	To:			
	a.m/p.m on day			

Please tick () the boxes below to and complied with the requirement application	-		
I have enclosed a copy of the street layout plan, site notices and notification sent to all shops/businesses/residents.			
I understand that as organiser of this Small Event I am responsible for its safe, orderly and proper conduct.			
Signature of applicant	Date		
Print Name			

Applications should be submitted to:

Customer First

Eastbourne Borough Council Town Hall Grove Road

Eastbourne

BN21 4UG

You need to give at least 6 weeks' notice before the proposed closure.