

<b>PERMIT</b> # _____
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# The BOROUGH of MENDHAM

## APPLICATION TO REQUEST A ROAD CLOSURE

Requests to close a local residential street for an event requires approval from the Mayor and Council.  
Please submit your request well in advance of the date of the event.

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### BLOCK PARTY OR EVENT INFORMATION:

DAY and DATE OF BLOCK PARTY OR EVENT: \_\_\_\_\_

HOURS OF EVENT: \_\_\_\_\_  A.M.  P.M. \_\_\_\_\_  A.M.  P.M.  
Start End

RAIN DATE: \_\_\_\_\_  NONE

STREET TO BE BLOCKED OFF: \_\_\_\_\_

FROM \_\_\_\_\_ TO \_\_\_\_\_

### CONTACT INFORMATION:

Applicant's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

### RETURN COMPLETED APPLICATION TO THE MENDHAM BOROUGH CLERK'S OFFICE

The Phoenix House, 2 W. Main Street, Mendham, NJ 07945 or Email to: [clerk@mendhamnj.org](mailto:clerk@mendhamnj.org)

**AT THE TIME THE PERMIT IS ISSUED**, Applicant should call the Department of Public Works at 973-543-6535 to coordinate the delivery of the road barricades. Clearly visible road barricades are to be placed at all ends of the blocked off street and area where vehicles might enter from a roadway. Applicant is responsible for their placement and removal on the day of the event.

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#### FOR OFFICE USE ONLY

Application Received: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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

Approved by the Police Department

Date Approved: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Approved by the Mendham Borough Council

Date Approved: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Permit Issued: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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

Authorized Signature