



BLOCK PARTY APPLICATION FORM

CITY OF SPRINGFIELD

OFFICE OF PUBLIC WORKS



Application

Applicant/Contact :

Permit # :

Address (No P.O. Boxes):

Email Address & Phone Number :

Location(s) to be used (ie: Street(s) and Cross Street(s)) :

Event description (List All Activities, Entertainers, Amusement Devices, Food Vendors etc.) :

Inflatable device : YES / NO Number of Devices:

Will liquor be sold or include in the price of admission? YES / NO
(If yes please specify)

Date :

Start Time :

End Time :

Expected Attendance:

Rain Date :

Rain Date Start Time :

Rain Date End Time :

Total cost to Applicant : \$ 25.00

Applicant Signature :

OFFICE OF PUBLIC WORKS USE ONLY

Approved :

Date :

Payment Method :

COVERAGE DEPENDENT ON INSURANCE COMPANY APPROVAL

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CITY OF SPRINGFIELD

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Designated Permit Holders for non-commercial "Neighborhood Block Parties"
to be held by private citizens of the City of Springfield, IL

LIMITS OF LIABILITY

\$2,000,000 Event Aggregate
\$1,000,000 Products & Comp. Operations Aggregate
\$1,000,000 Per Occurrence
\$10,000 Personal & Advertising Injury
\$50,000 Fire Damage
\$ NIL Deductible per claim
\$1,000 Med Pay

COVERAGES INCLUDED

X Bodily injury and property damage
X Personal injury
X Advertising injury
X Products/Completed operations
X Coverage is limited to specific activities and/or
locations
X Medical Payments

ADDITIONAL CONDITIONS

X Maximum Aggregate Liability
X Specified Activities and/or Locations(s) Limitation

EXCLUSIONS

X Abuse, molestation, assault & battery
X Amusement devices/mechanical/inflatable
devices
X Aircraft, airports, aviation type risks
X Animals injury or damage caused
by or to any animal
X Automobiles/vehicular exposures (Bodily injury
& Property Damage)
X Bungee-related activities
X Care, Custody and Control
X Communicable Disease
X Computer related & electronic problems
X Cross suits
X Cyber Data
X Employment related practices
X Firearms & Similar Weapons
X Fireworks & Pyrotechnics
X Fungi or Bacteria
X Lasers
X Liquor (other than host)
X Concerts of creating civil disobedience
X Moshing, stage diving, crowd surfing, slam
dancing
X Pollution, lead paint, asbestos
X Punitive damages
X Performer and athletic participant injuries
X Riot, civil commotion
X Rodeos
X Security Guards
X Vendors
X Volunteers (bodily injury to)
X War and Terrorism

PLEASE NOTE: In the interest of Full Disclosure we require that the insured has full knowledge that he/she is
being charged and fee(s) shown on Event Notification Form. The applicants signature below is
acknowledgment of said charge.

I am aware that the information provided to the Company, including the list of performers shown has been used
for underwriting purposes and is intended to influence the decision to write the insurance coverage. False or
misleading answers as well as withholding or not fully disclosing information may cause denial of coverage
and/or prosecution. I attest to the fact that there have been no claims for prior events of this nature.

I have read and understand and accept the Coverage, Limits and Exclusions as
shown. Please bind coverage as quoted.

Signed: _____

Date: _____

QUOTE VALID FOR 45 DAYS- Terms may not comply with the coverage specifications requested. Coverages are subject to the
Company's forms & endorsements. A specimen copy of the policy can be obtained for you review prior to binding coverage.

Coverholder at Lloyds, London

☐ **SIDEWALK CONSTRUCTION**

Building & Zoning Permit # (if applicable):

N/A

All public sidewalk must meet Illinois Accessibility Code requirements.

Call Public Works 217.789.2255 for inspection after sidewalk completion.

Print Sidewalk Details. Available online.

☐ **TREE REMOVAL OR TRIMMING**

Arborist Permit #:

N/A

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Note: All temporary traffic control must be in accordance with MUTCD and IDOT Standards. All TTC equipment must meet current standards for size, shape, features, and reflectivity. By applying for a permit which requires Temporary Traffic Control, I hereby certify that I am familiar with and qualified to perform Temporary Traffic Control, or that I will utilize an experienced Traffic Control Company that is familiar and qualified to perform Temporary Traffic Control Setup and Removal in accordance with all applicable safety regulations and traffic standards.

I/We understand that no street or sidewalk obstruction, or blocking of parking spaces will be initiated until approved by the Superintendent of Streets and the City Traffic Engineer, and proper fees paid. No such obstruction or parking blockage shall extend beyond the time approved herein unless additional written approval is obtained, and fees paid. Excavations: a separate Excavation Permit must be obtained from the Office of Public Works before initiating work anywhere within the Public Right-of-Way.

The contractor (or permittee) shall indemnify and save harmless the City of Springfield, Illinois, its officers and employees against all loss, damage, or expense that it or they shall sustain as a result of any suits, actions, or claims of any character brought on account of injury to or death of any person or persons, including all Persons performing any work under this contract (or permit) which may arise in any way in connection with the work to be performed under this contract (or permit) including but not limited to, suits, actions or claims arising under "An act providing for the protection and safety of persons in and about the construction, repairing, alteration or removal of buildings, bridges, viaducts and other structures, and to provide for the enforcement thereof," approved June 3, 1907, as amended: the contractor (or permittee) shall also indemnify and save harmless the City of Springfield, Illinois, its officers and employees from all suits, actions or claims of any actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons, or property on account of or in consequence of any neglect in safeguarding the work; or through use of unacceptable material in constructing the work; or because of any act or provision, neglect, or misconduct or said contractor; because of any claims of amounts recovered for any infringements of patent, trademark, or copyright; or any from any claims or amounts arising or recovered under the "Workman's Compensation Act," or any other law, ordinance, order or decree, and so much of the money due from the City of Springfield, Illinois to the contractor under and by virtue of his contract as shall be considered necessary by the City of Springfield, Illinois for such purposes, may be retained for the use of the City of Springfield, Illinois, or in case no money is due, his surety shall be held until such suit, actions or claims have been settled and suitable evidence to the effect is furnished the City of Springfield, Illinois. I hereby certify that all work shall be completed per the conditions of this permit, any additional restrictions the Office of Public Works may place on the permit through the approval process, as well as all applicable State and City Codes.

Printed Name: _____ Date: _____

Signature of Applicant: _____



BLOCK PARTY PETITION FORM

CITY OF SPRINGFIELD

OFFICE OF PUBLIC WORKS



Petition

Street(s) to be closed :	
Event date :	Rain date :
Start time :	End time :

Name : Print and Sign	Address:
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