



BOROUGH OF MENDHAM

2 West Main Street, Mendham, NJ 07945
Visit our website at www.mendhamnj.org

Office Use Only

Permit Number

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. Send completed applications to clerk@mendhamnj.org.

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

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.

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