



**BOROUGH OF MADISON  
BLOCK PARTY APPLICATION**

50 Kings Road  
Madison, NJ 07940  
Telephone Number: 973-593-3042  
Fax Number: 973-593-0125  
clerk@rosenet.org  
Elizabeth Osborne, Borough Clerk

**Important Notice**

Please submit completed application to the Borough Clerk at least two (2) weeks prior to the date of the event.

**Requestor Information – Please Type/Print**

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_  
 E-mail Address \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

**Block Party Information – Please Type/Print**

Name of Street(s) to be Closed \_\_\_\_\_  
 Date of Block Party \_\_\_\_\_ Rain Date of Block Party \_\_\_\_\_  
 Starting Time of Block Party \_\_\_\_\_ Ending Time of Block Party \_\_\_\_\_  
 Request Attendance of Mayor/Council Yes  No   
 Request Attendance of Fire Department Yes  No  Please review the guidelines on  
 Request Attendance of Police Department Yes  No  the following page.

**BOROUGH USE ONLY**

Madison Police Chief	_____	Date	_____
Madison Fire Chief	_____	Date	_____
Madison DPW Supervisor	_____	Date	_____
Madison Traffic Safety Supervisor	_____	Date	_____
Notes			

**Date Received**

## **Madison Fire and Police Department Guidelines for Block Party Requests**

The following guidelines should be followed when a resident requests Madison Fire and/or Police Departments attendance at a block party:

- The resident must understand that the fire apparatus and police vehicle is in service and that it may have to respond at a moments notice when/if an emergency arises.
- The resident will be contacted, at the above contact information, when the Fire and/or Police Department is on its way, and will be responsible for meeting them upon arrival to the party. That person will also be responsible for moving any barricades so the vehicles can properly position.
- All children must be accompanied and supervised by parents at all times.
- Department will be present for approximately 20 to 30 minutes, or as available.
- If at anytime these guidelines cannot be followed, the vehicles will have to return to headquarters.