



# CITY OF SUNNYVALE BLOCK PARTY PERMIT REQUEST

408-730-7212

Name:

New Event

Address:

Annual Event – last      year(s)

Sunnyvale, CA

I have obtained permission from the neighbors who will be affected

Telephone:      -      -      or      -      -

Please inform me of approval status via email

Email:

Please send permit via:  Email  Postal Mail

**Date of Event:**

\*  
(dd-mm-yy)

**Start Time:**

M (am or pm)

**End Time:**

M (am or pm)  
(not to exceed 10:00 pm)

### Street to be closed:

between

and

Example: W. Olive Avenue between S. Mathilda Avenue and S. Taaffe Street

### Please choose one of the following options:

**Option A:**  **I or my representative will pickup and return the traffic control items**  
(\$25.00 refundable deposit to Sunnyvale Corporation Yard at time of pickup)

✓ Mail, fax or email your application to:

Mail: Sunnyvale Fire Prevention  
505 W. Olive Avenue, Suite 150, Sunnyvale, CA 94086  
Fax: 408-730-7214  
Email: fireprevention@sunnyvale.ca.gov

**Option B:**  **City of Sunnyvale to deliver and pick up the traffic control items**  
(\$25.00 non-refundable fee)

✓ Bring this form in person along with your \$25.00 payment to:

One Stop Permit Center (inside City Hall)  
456 W. Olive Avenue, Sunnyvale, CA 94086

Upon approval, a permit will be mailed or emailed to you no later than five business days prior to the event. Instructions for the traffic control items (barricades and cones) will be provided at that time.

**\* Requests must be received no later than ten (10) days prior to the event in order to be processed.**

### (One Stop Permit Center use only)

CHARGE CODE: **799636-2909**       CASH       CHECK # \_\_\_\_\_

\_\_\_ VISA or MC Chg# \_\_\_\_\_ R# \_\_\_\_\_

FEES ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

