

Village of Woodbury Building Department

Office Location: 455 Route 32, Highland Mills, NY 10930

Mailing Address: P.O. Box 546, Central Valley, NY 10917

Phone: 845-928-6911 Ext. 51

Email: buildingdepartment@villageofwoodbury.com

BLOCK PARTY APPLICATION REQUIREMENTS

1. Complete attached application for block parties where attendance will exceed 200 persons.
2. Submit letter from Village Board approving road closure.
3. It is required that the roadway be kept clear of any structures in order to allow for emergency vehicles to pass if necessary. Please keep all cooking facilities and tents to one side of road ONLY.
4. \$100.00 application fee REQUIRED.

**BLOCK PARTY APPLICATION
OPERATING PERMIT**

Pursuant to Section 243 of Village Code

Name of Applicant: _____

Owner (if different): _____

Address of Premises: _____

Description of Event:

Date(s) & Hour(s) of Event: _____

Maximum # of Persons Attending: _____

Emergency Contact Numbers:

Owner: Home/Work _____ Cell _____

Applicant: Home/Work _____ Cell _____

Phone at Event Locations: _____

The undersigned has read all permit conditions attached and agrees to abide by all conditions listed below:

DATE: _____ SIGNATURE _____

Approval Granted: _____ Conditional Approval Granted: _____ Approval Denied: _____

CONDITIONS: _____

DATE: _____ SIGNATURE: _____