



ROAD CLOSURE APPLICATION

SEC. 126-41 OF THE CODE OF ORDINANCES REQUIRES THAT THIS APPLICATION BE FILED WITH THE CITY SECRETARY AT LEAST THIRTY-FIVE (35) DAYS BEFORE THE REQUESTED STREET CLOSURE IS TO TAKE PLACE

DATE OF APPLICATION: _____ DATE OF EVENT: _____ START TIME OF EVENT: _____ AM PM
END TIME OF EVENT: _____ AM PM

NAME OF EVENT: _____

NAME OF ORGANIZATION: _____

ADDRESS: _____

CONTACT PERSON: _____ PHONE: _____ EMAIL: _____

CONTACT PERSON: _____ PHONE: _____ EMAIL: _____
(ONLY ONE REQUIRED)

STARTING POINT: _____ ENDING POINT: _____

TYPE/NUMBER OF ENTRIES: WALKERS: _____ RUNNERS: _____ VEHICLES: _____
 BIKES: _____ ANIMALS: _____ OTHER: _____

OTHER PROVISIONS REQUESTED:
STREET BARRICADES/NUMBER: _____ SECURITY: _____ TRAFFIC CONTROL: _____
(THE NEW BRAUNFELS POLICE DEPARTMENT DETERMINES WHETHER BARRICADES, SECURITY OR OTHER TRAFFIC CONTROL MEASURES ARE REQUIRED. IT IS THE RESPONSIBILITY OF THE REQUESTING ORGANIZATION TO PAY FOR SUCH SERVICES.)

ROUTE OR LOCATION INFORMATION: *(ATTACH A LEGIBLE MAP OR DRAWING)*

LIABILITY INSURANCE: *(ALL EVENTS MUST FURNISH LIABILITY INSURANCE PRIOR TO ANY APPROVAL, INSURING THE CITY OF NEW BRAUNFELS FOR ANY PROPERTY DAMAGE OR PERSONAL INJURY RESULTING FROM THIS EVENT.)*

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OFFICE USE ONLY
DEPARTMENTAL REVIEW: (POLICE, FIRE, PARKS, STREETS, CIVIC CENTER): _____

APPROVED: DISAPPROVED: DATE: _____ SIGNATURE: _____

COMMENTS: _____

ADDITIONAL REVIEW:
TEXAS DEPARTMENT OF TRANSPORTATION AUTHORIZATION REQUIRED: Yes: No: APPROVED: DISAPPROVED:

CITY COUNCIL ACTION REQUIRED: Yes: No: APPROVED: DISAPPROVED: