

STREET PARTY APPLICATION FORM



Revised June 2026

GLEN EIRA
CITY COUNCIL

Proposed date for street party: _____

Proposed time for road closure from: _____ to: _____

Name of road/street to be closed (please provide house numbers if partial road closure required.):

Number of properties in road/street: _____

Name of applicant/event organiser: _____

Address: _____

Email: _____

Phone: (Home): _____ (Mobile): _____

Anticipated number of attendees, adults: _____ children: _____

Will alcohol be consumed? ☐ Yes ☐ No

Signature of applicant: _____ Date: _____

All completed documentation needs to be submitted to Council at least three weeks before the street closure/party event. In summary, the required documentation includes:

- an application fee of \$210
- evidence of at least 80 per cent residents' support
- signed Terms and Conditions Form
- a *Traffic Management Plan*
- public liability insurance
- any Victorian Commission for Gambling and Liquor Regulation (VCGLR) permit needed for the serving/consumption of alcohol (if required)

Privacy

The personal information requested in the application form is to process the application and will be shared with Council officers involved in assessing the application or enforcement of any aspect of the related terms and conditions; any other person involved in any reasonably related function; and with residents likely to be affected by a successful application as part of Council's notification process. Failure to provide the information may prevent Council from providing the relevant service to you. You may access any personal information held by Council regarding yourself by contacting Council's privacy officer on 9524 3333. Council's *Privacy Policy* is available at www.gleneira.vic.gov.au

OFFICE USE ONLY

Permit number: _____ Expiry date: _____

Authorised officer: _____ Date: _____