



**RICHMOND BEACH  
COMMUNITY ASSOCIATION**

**P. O. Box 60186 – Richmond Beach, WA 98160-0186**

**[www.richmondbeachwa.org](http://www.richmondbeachwa.org)**

## **Block Party Policy**

To encourage community building amongst and between neighbors, the Richmond Beach Community Association (RBCA) is happy to sponsor and assist residents with community block parties held to celebrate National Night Out or those organized and held pursuant to, and in compliance with, the Shoreline Police Department Shoreline Watch program or the City of Shoreline Emergency Management Map Your Neighborhood program. This may include help with planning, coordination with the City of Shoreline and assistance with obtaining a right-of-way permit and/or fee waiver so that a public street can be closed for the event. RBCA may agree to sponsor an event so long as the host complies with the following requirements:

1. The host of the event shall be a current member of RBCA and in good standing.
2. The event must provide a civic benefit to the Richmond Beach neighborhood, must be open to every person residing on the street designated to be closed (no neighbor or group may be excluded for any reason) and must be held within the Richmond Beach neighborhood boundaries.
3. The event cannot be for-profit, political or religious in nature or a fundraiser.
4. RBCA sponsorship may include the specified insurance coverage and assistance with planning, but does not include financial, volunteer, equipment or any other support.
5. Alcohol, drugs and illegal activities (including fireworks) are prohibited at the event.
6. The host must submit a written request for the event to be a RBCA-sponsored event to the RBCA board at P. O. Box 60186, Shoreline, Washington 98160-0186, at least 10 days before their Neighborhood Block Party Permit is due. This request must include the following:
  - The date, time and location of the event and anticipated number of attendees.
  - A statement of the purpose of the event (National Night Out, Shoreline Watch Program or Map Your Neighborhood program).
  - A description of the activities planned for the event.
  - A plan for traffic control (i.e., signage, barricades, volunteers).
  - A statement of the security or safety precautions in place to make the event safe.
  - A copy of the City of Shoreline Block Party Permit Application.
7. The request will be reviewed by two RBCA officers to confirm the event meets the criteria for a RBCA-sponsored event. RBCA board reserves the right to refuse to sponsor the event for any reason.

I agree to abide by the above enumerated guidelines.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Event Host (please print): \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_