



Street Party Request Form

Form to be completed by the organiser or secretary of organising committee

Full Name): _____

Address: _____

Telephone (home/business): _____

(mobile): _____

Email address: _____

Date(s) of Street party (dd/mm/yy): _____

Time of Street party: from _____ to _____

Location of Street Party: _____

If whole street is not to be used then:

Between: _____ and _____
(please use house numbers or junctions)

The street party conditions have been read and are accepted. It is also understood that these arrangements may have to be modified if it is proposed by others to hold another party or parties in the vicinity.

Date: _____ Signed: _____

Would you like the Council to provide road closure signs and barriers: Yes No

Please return the completed form to traffic@hounslow.gov.uk, alternatively it can be mailed to:

Traffic, Transport & Parking
London Borough of Hounslow
Hounslow House
7 Bath Road
Hounslow
TW3 3EB

Street Party Conditions

- The first 10 metres (30 feet) of each end of the street party (unless it is a cul-de-sac), should be kept clear at all times, as must access to service roads and passages.
- Road closure signs must be exhibited at all entrances into the street. Traffic must be prevented from entering the street by some form of barrier which can be easily moved. Signage and barriers can either be borrowed from the council or hired from a reputable hire shop and must be used to officially close the street.
- Access for pedestrians must be maintained at all times. Tables, chairs and other obstructions should be positioned such that access for emergency service vehicles is maintained should the need arise. These must be adequately lit after dark. As far as is reasonably practicable, access must be provided at all times for any traffic wishing to call at premises in the street.
- Banners or bunting across the width of the street must be at least 4.6 metres (15 feet) above the road surface.
- No damage is to be caused to the carriageway, footway, street trees or street furniture. The street is to be left in a clean and tidy condition.
- No fires or barbeques will be permitted on the highway.
- If the application for street closure is approved, the organiser will need to inform the Police (Safer neighbourhood team), Ambulance & Fire services.
- Make sure everyone who may be affected by the event knows what is planned and is happy with it, e.g. date and duration of the event, any road closures, increased noise etc.

If you have any questions please contact the Traffic, Transport & Parking team by emailing traffic@hounslow.gov.uk or telephoning 0208 583 3322