

# Neighborhood Approval Documentation

Event name and description _____			
_____			
Date _____	Time _____	Sponsor's name _____	
Address _____		Telephone _____	

Before the City approves a Commercial Block Event Permit, you must:

- Notify all neighbors whose property touches the event area.
- Get written approval from 75% of those neighbors.
- If a property has many tenants or owners, a group like a homeowners' association, tenant's group, or building manager can sign one approval for the whole property.

Name	Street address	Approve / Deny / Notified only
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**Copy and attach more sheets if necessary.**