



## Block Party Street Closure Application Form

Please submit this application at least 30 calendar days prior to your party date to enable sufficient time to process your request. (NOTE: You only need to apply if your street is planned to be closed to traffic.)

Applications should be submitted to:

**City of La Habra, Engineering Division**  
**110 E La Habra Boulevard, La Habra, CA 90631**  
**Phone: (562) 383-4151**  
**Email: [Engineering@lahabracal.gov](mailto:Engineering@lahabracal.gov)**

You will be notified by the Engineering Division during the review process.

Applicant's Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Event Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Reason for Event: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Street Closure: \_\_\_\_\_  
(Street name and list cross streets within closure)

Draw the area to be closed to through traffic below including cross streets and location of any fire hydrants:





# **Insurance and Indemnification Requirements for Block Party Street Closure**

## **Permit**

\_\_\_\_\_ (“Applicant”) shall procure and maintain throughout the duration of the Block Party Street Closure Permit Number \_\_\_\_\_ (“Permit”), insurance against claims for injuries to persons or damages to property which may arise from or in connection with Applicant’s use of the City of La Habra (“City”) premises pursuant to the Permit. Applicant shall provide current evidence of the required insurance in a form of a Certificate of Insurance and endorsement as described in the following paragraph entitled Minimum Scope and Limits of Insurance naming the City of La Habra as additional insured. The certificates of insurance will reflect insurers’ names, policy numbers, coverage, and limits. All certificates must be received by the City before the date of the block party.

**Minimum Scope and Limits of Insurance.** Applicant shall maintain commercial general liability insurance coverage, with a limit of not less than \$1,000,000.00 combined single limit per occurrence and \$2,000,000 aggregate. Any deductible or self-insured retention must be declared and approved by the City.

The insurance policy shall contain or shall be endorsed to contain the following provisions:

- (a) The City of La Habra and its elected or appointed officials, officers, employees, agents, and volunteers are to be covered as additional insureds with respect to liability arising out of Applicant’s use of the City premises. The coverage shall contain no special limitations on the scope of its protection afforded to the City, its officials, officers, employees, agents, and volunteers.
- (b) This insurance shall be primary insurance as respects the City of La Habra and its officers, employees, agents, and volunteers, and shall apply separately to each insured against whom a suit is brought or a claim is made. Any insurance or self-insurance maintained by the City and its officers, employees, agents and volunteers shall be excess of this insurance and shall not contribute with it.

Unless otherwise agreed upon by the City, all required insurance shall be placed with insurers with current A.M. BEST rating of no less than A:VII. All insurers shall be licensed by or hold admitted status in the State of California.

**Indemnification.** Applicant shall indemnify, defend, and hold harmless the City and its officers, employees, agents, and volunteers from and against all claims, damages, losses, and expenses, including attorney’s fees, arising from or in connection with Applicant’s use of the City premises pursuant to the Permit, except where caused by the sole negligence or willful misconduct of the City.

Applicant:

City:

\_\_\_\_\_  
Name (Print):

\_\_\_\_\_  
Name:

An Insurer that is familiar with the City's requirements is:

Alliant Insurance Services, Inc.  
1301 Dove Street, Suite 200  
Newport Beach, CA 92660  
(949) 660-8142 Direct  
(949) 756-2713 FAX  
[www.alliantinsurance.com](http://www.alliantinsurance.com)

You may choose to use another insurer. Just be certain to forward the requirements above before you get a quote.

