

LETTERBOX NOTIFICATION

If you are **unable to contact the required people/persons to sign the neighbour consent form**, you may wish to **leave them a note in their letterbox**.

(insert street name)

Neighbourhood Event _____
(insert event name)

Dear Neighbour, _____

My name is _____

From _____
(street name and number)

And I am proposing to organise a neighbourhood event – _____ with a road closure for:
(insert name of event)
_____ [date] _____ [time]

In order to obtain an Order for a Road Closure, I am required to provide expressions of support for the road closure from a majority of residents direct affected.

Please sign and detach the form below and drop it into my letterbox by _____ [date]

Once an Order for a Road Closure has been granted by the WA Police, I then seek approval from the City of Vincent.

On approval, I will distribute the invitations to the party. I hope you can make it!

This will be a great opportunity to meet the neighbours and get to know each other.

(organisers name and signature)

Please fill in and return:

I have been informed of the date and times of the _____ street party and

☐ I have no objections to the proposed road closure

☐ I object to the proposed road closure

Signed _____

Name _____

Address _____

Date _____

☐ I would like to be involved in helping organise the party (designing flyers, playing music, brainstorming ideas etc)

Phone: _____ Email: _____