

Environmental Services,
 River Park House
 1st floor (South)
 225 High Road
 Wood Green
 London N22 8HQ

Tel : 020 8489 1763
Fax: 020 8489 1251

**Temporary Traffic Management Order request Application form
 Road Traffic Regulation Act 1984**

Contact Name		
Address		
	Post Code:	
Phone:	Fax:	Mobile:
Location Details <i>Please give as much information as possible for example property number nearest junction, road name etc.</i>		
Planned Street Party Date		
Planned Street Party time	From:	To:
Declaration: I/we hereby certify that: All the information I /we have given in this application is correct I/we undertake to conform to the under mentioned conditions.		
Signed:	Date:	

Provisions:

- The Council makes a charge of £60.00 to cover administration fees.
- If the road closure is not going to take place on the requested date you need to inform the council at least 2 weeks in advance.
- The closed street needs to be indicated with appropriate signing in accordance with the Traffic Signs Regulations and General Directions 2002.
 - These can be obtained from hire shops, for example, HSS Hire or purchased from road sign suppliers.
 - The street will normally require two signs (or one when the closed road is a cul-de-sac). More will be required if the closed section of road has junctions with other roads.
 - Diversion signs to direct traffic along alternative routes.
- Adequate publicity needs to be given to residents.
Measures often include:
 - Notes/Letters on windscreens of parked cars.
 - Letter drops to addresses in the road.
- Access must have to be provided for pedestrian and emergency vehicles at all times. The layout should be such that a clear route along the road could readily be made available for the passage of emergency vehicles. The minimum available width should be 4.0 metres.
- Fire Hydrants and hydrant marker posts should be kept clear of obstruction for a distance of 1 metre each side.
- The Council requires that, the festival organisers take out a public liability Insurance. This can be arranged through most insurance brokers.
- Contact the Council's Licensing office on 0208 489 5103.

Please attach the following with the application form:

- Copy of the public liability Insurance.
- Copy of a letter or a leaflet, which has been distributed to residents/businesses of the road along with signatures confirming their agreement.
- Copy of a letter from Haringey Council Licensing office.

Please return this form with a cheque for the correct amount made payable to LONDON BOROUGH OF HARINGEY 'Road Closure' and the name of the street to be closed written on the back, to the above Address.

***Please note that at least 6 weeks notice is required.**