

Heritage Point Community League Block Party Eligibility Guidelines

Heritage Point Community League (HPCL) supports neighbourhood block parties in Rutherford and MacEwan to encourage residents to meet and get to know each other, make connections and have some fun. A “block” is defined by HPCL as a condo, row of townhouses, a cul-de-sac, neighbours sharing an alleyway or a series of streets. Block parties must be family-friendly, open to all residents, accessible and inclusive to the diversity of residents. HPCL defines a “household” as an individual residence and the people who regularly reside within that residence.

Reimbursement guidelines

Number of households participating	Maximum amount for reimbursement
8-15	\$ 50
16-30	\$ 100
31-45	\$ 200
46+	\$ 300

Reimbursement receipts could include:

- food and/or supplies
- non-alcoholic drinks
- decorations
- entertainment/games
- equipment rental/permit costs
- advertisement

To qualify for reimbursement, the following items need to be submitted to HPCL after the block party event has occurred:

- completed Block Party Contact Form
- original receipt(s)
- Block Party Attendance Form(s)

Address a sealed envelope to:

Heritage Point Community League
ATTN: Treasurer
PO Box 22510 Southbrook
Edmonton AB T6W 0C3

You can provide this sealed envelope to the Canada Post Office at Sobey’s (Ellerslie/111 St) and ask them if they would kindly place it into our PO Box at that location.

Block party reimbursement is limited to one submission per year for each “block”.

Celebrate your ‘hood, get to know your neighbours and have some fun!

Block Party Contact Form

Organizers' Information (place an asterisk * next to primary organizer). Attach a separate sheet if necessary.

Name	Address	Email Address	Phone Number

Date and time/duration of the block party: _____

Location: _____

Number of households invited: _____

How did you advertise your event/invite the attendees:

Approximate total expenses: _____

I am requesting \$ _____ from HPCL for our Block Party - attach original receipt(s) to this form.

If application is accepted, please make the cheque out to _____

and send it to (address) _____

I agree to provide additional financial documentation to HPCL if requested. I agree that HPCL is not liable for the Block Party, extending to food, materials, and safety of those attending.

Primary Organizer's signature: _____

Printed name: _____ **Date:** _____

Checklist

- _____ Submission of Block Party Contact Form
- _____ Submission of **original receipt(s)** for reimbursement attached to this form
- _____ Submission of Block Party Attendance Form(s)

