DAY/MONTH/YEAR

CONTACT NAME/ADDRESS

CONTACT EMAIL ADDRESS

Dear Neighbour

**Application for {NAME OF STREET} to become a play street**

We are writing to let you know that we are in the process of applying for a Temporary Play Street Closure Order on our road.

Play streets mean residents agreeing to close their road to through traffic for a few hours on a regular basis, so that children can play together, while adults chat and get to know one another better. They are already happening successfully all over London and some of us would love to see it happen on our street.

We are proposing to hold these sessions on the Nth DAY of each month BETWEEN XXPM AND YYPM starting on DATE. In September the session will be held to coincide with Car Free Day. The closure points will be marshalled. Events will be under adult supervision and access will be maintained for emergency services. **Residents may access the street by** **car** during the sessions, escorted at walking speed through the play zone.

This play street order is subject to council approval and requires a good level of support from residents to go ahead. I will be visiting to collect signatures but please do direct any comments, queries or objections about this proposal in writing/email to me in the first instance as soon as possible and no later than 14 days after the date of this letter.

We hope to see you soon! Best wishes from your neighbours {NAMES}

…………………………………………………………………………………………………………………

**PLAY STREET PROPOSAL FOR {NAME OF STREET} – please return tear off slip to no XX**

Are you happy for monthly play streets to take place on our road? □Y □N

Would you like to help organise play streets on our road? □Y □N

Name: …………………………………………………………………………Door number:……………………

Phone/email (optional): …………………………………………………………………………………………

Comments:………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………………

Signed: ……………………………………………………………………………………………………………………