

POLICE • COMMUNITY PARTNERSHIPS

NATIONAL NIGHT OUT PLANNING GUIDE



SAN JOSE POLICE DEPARTMENT
CRIME PREVENTION UNIT



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Update neighbor contact information

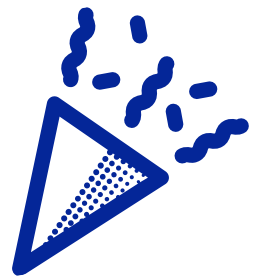
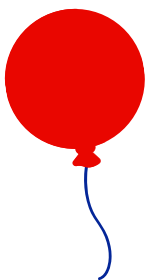
- 9) Sample Flyer (English)
- 10) Sample Flyer (Spanish)
- 11) Sample Flyer (Vietnamese)
- 12) Event Evaluation

Share feedback with your neighbors to make your event next year even better!



10 REASONS TO CELEBRATE NATIONAL NIGHT OUT!

- 1) To have fun – no excuse is needed to celebrate your community!
- 2) Increase a sense of belonging in your neighborhood.
- 3) Build connections within the community and get to know your neighbors.
- 4) To strengthen neighborhood spirit and police/community partnerships.
- 5) Generate support for, and participation in, local crime prevention efforts like Neighborhood Watch. For more information or to schedule, contact the SJPD Crime Prevention Unit, (408) 277-4133.
- 6) Exchange contact information with your neighbors. When you know people, you can exchange skills or resources and even organize activities or groups if you share common interests such as a dog walker group, a mother's support group, or a social committee.
- 7) Involve your kids in the community.
- 8) Plan a campaign for traffic safety, better street lighting, or address other neighborhood improvements.
- 9) Organize a community clean-up to beautify a common area.
- 10) Start new neighborhood traditions at least once a year!



GETTING STARTED!

Depending on the type of event you want to organize, there are some important details to consider before you begin.

REGISTRATION

- Congratulations for registering your NNO event with SJPD! Help spread the word to your friends and family that there is still time to register their NNO event with the San José Police Department by **Sunday, July 13, 2025** at www.SJPD.org.
- Registering gives police and other city representatives an opportunity to attend local events as time and circumstances allow.
- If you cancel or change the time/location of your event please contact the SJPD Crime Prevention Unit at (408) 277-4133 to provide updated information.

LET'S GET STARTED

- 1) Decide on a location for your event, a possible theme, activities for all ages, etc.
- 2) Gather a few neighbors and divide up the tasks.
- 3) If applicable, decide what to do about food and how to involve others in bringing an item or dish to share.
- 4) Go door-to-door to recruit volunteers, collect contact information, and hand out your event flyer (see page 11 & 12 for a sample flyer).

PERMIT DEADLINES

Plan early, especially if permits for special events, park use, or street closures are necessary. Please keep in mind that some permits have separate & much earlier deadlines:

If your event requires closing or blocking a public street, contact:

San José Police Department, Permits Unit

Phone: (408) 277-4452 | Web: www.sjpd.org

In Person applications are no longer accepted.

Street Closure (Block Party) permit applications must be submitted by **Sunday, July 13, 2025**.

If your event will be held at a city park, contact:

City of San José, Parks, Recreation and Neighborhood Services, Special Park Use Unit

Phone: (408) 794-6500 | E-mail:

SPUapplications@sanjoseca.gov

Park permit applications must be submitted by

Sunday, July 13, 2025. Please note, if you register your NNO event online with SJPD all fees for special park use will be waived.

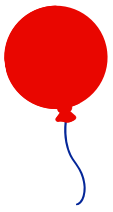
If your event will be open to the general public and food will be served, contact: County of Santa Clara, Department of Environmental Health Consumer Protection Division

Phone: (408) 918-3400

Web: www.EHinfo.org or

<https://www.sccgov.org/sites/cpd/programs/TE/Pages/home.aspx>

Completed Temporary Event Permit applications and applicable fees must be received by DEH by **Tuesday, July 22, 2025**. Based on review of the application and the menu, DEH may issue an Authorization letter in lieu of the permits for low-risk food distribution (e.g., pre-packaged foods). Please note failure to meet the 2 week deadline may result in an inability to permit your event.



PLANNING PROCESS

- Identify and recruit the special talents of your neighborhood, you may be living next to an artist, singer, radio host, or prize-winning cook.
- Plan plenty of activities for all ages, include youth to help set up and lead activities.
- Include activities that encourage people to meet each other. Use name tags and include children by asking them to create their name tags.
- Provide sign-in sheets for names and contact information of attendees to stay connected on future events and start or join online neighborhood groups; create, or update, a neighborhood phone list (see page 10 for sample phone list).
- Have a neighborhood cleanup as part of the party, or encourage clean up after the party by rewarding children with a prize for picking up litter.
- Distribute an event evaluation form to participants after the event and encourage a good response with a drawing to reward a raffle prize for returned entries (see page 14 for a sample event evaluation).
- Post a sign and/or contact neighbors, by phone or e-mail, a day or two prior to the event as a reminder.



EVENT IDEAS

Game and Contest Ideas

- Hula Hoop Contest
- Water Balloon Toss
- Talent Performance

Food Ideas



- BBQ
- Pot Luck
- Ice cream social
- Cookout
- "Best Recipe Award"



Activity Ideas

- Talent Performance
- Arts and crafts for kids
- Plan a clean-up to beautify a common area
- Organize a Food/Clothing drive to collect items to donate to a local charity
- Neighborhood Trivia
- Set Neighborhood Goals
- Update Neighborhood Phone List
- Review Neighborhood Watch basics



Theme Ideas

- Luau Party
- "Stars & Stripes" Party
- "Get your grill on" Party
- "Hot Summer Nights" Party

REMINDERS

- Alcohol is only permitted on private property, not on city streets or in parks.
- In hot weather food spoils quickly: all perishables such as mayonnaise, salads, or meats should be stored in coolers and kept at the proper temperature.
- Residents should observe security precautions during the time of their event, such as locking doors and windows while away from their home.
- Observe safety precautions for all activities, such as keeping BBQ away from activities involving children.
- Fireworks are **NOT** allowed in the City of San José.

NATIONAL NIGHT OUT EVENT DETAILS AND SIGN-UP LIST

**We are glad you can join us for National Night Out on
Tuesday, August 5th, 2025.**

Schedule a planning meeting to decide on:

Location: _____

Time Frame: _____

Event Theme: _____

Task Assignments: _____

Food: _____

Decorations: _____

Games/Activities: _____

Clean-up: _____

Neighbors who can help to organize the event:

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

NATIONAL NIGHT OUT EVENT DETAILS AND SIGN-UP LIST

We are glad you can join us for National Night Out on Tuesday, August 5th , 2025

1. We are asking neighbors to bring:

- _____ Chairs to use for outdoor seating
- _____ Your own meats or vegetarian food to BBQ
- _____ A salad or dessert dish to share
- _____ Beverages (non-alcoholic)
- _____ Plates, cups or cutlery
- _____ Other _____

2. Do you have supplies we can use for the event?

- _____ BBQ Grill _____ Cooler
- _____ Table Other: _____

3. Do you have a skill or talent that you would like to share with us at our neighborhood event?

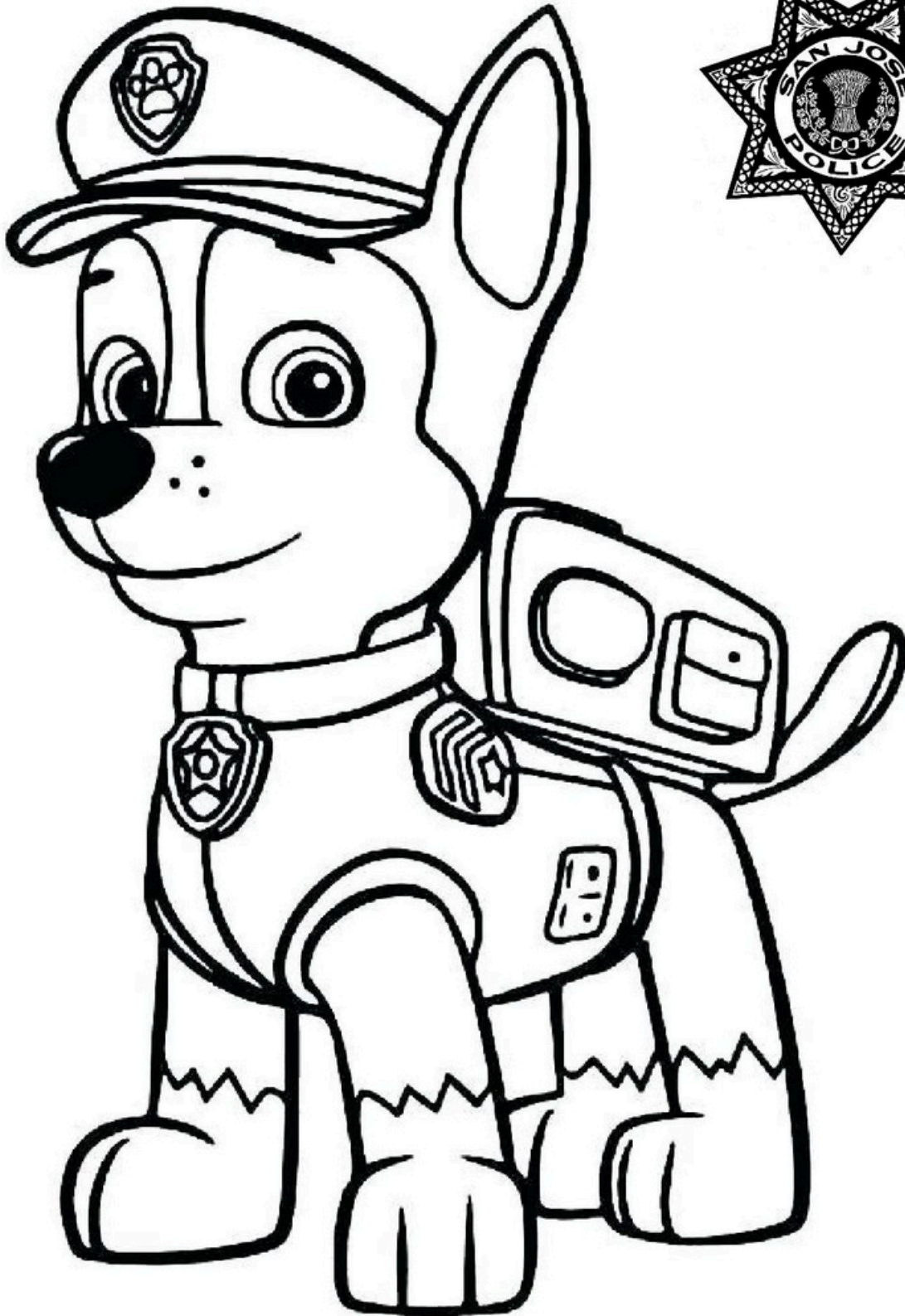
4. Suggestions for activities you could organize or assist with?

Please return this form by: _____

Return to Event Organizer: _____

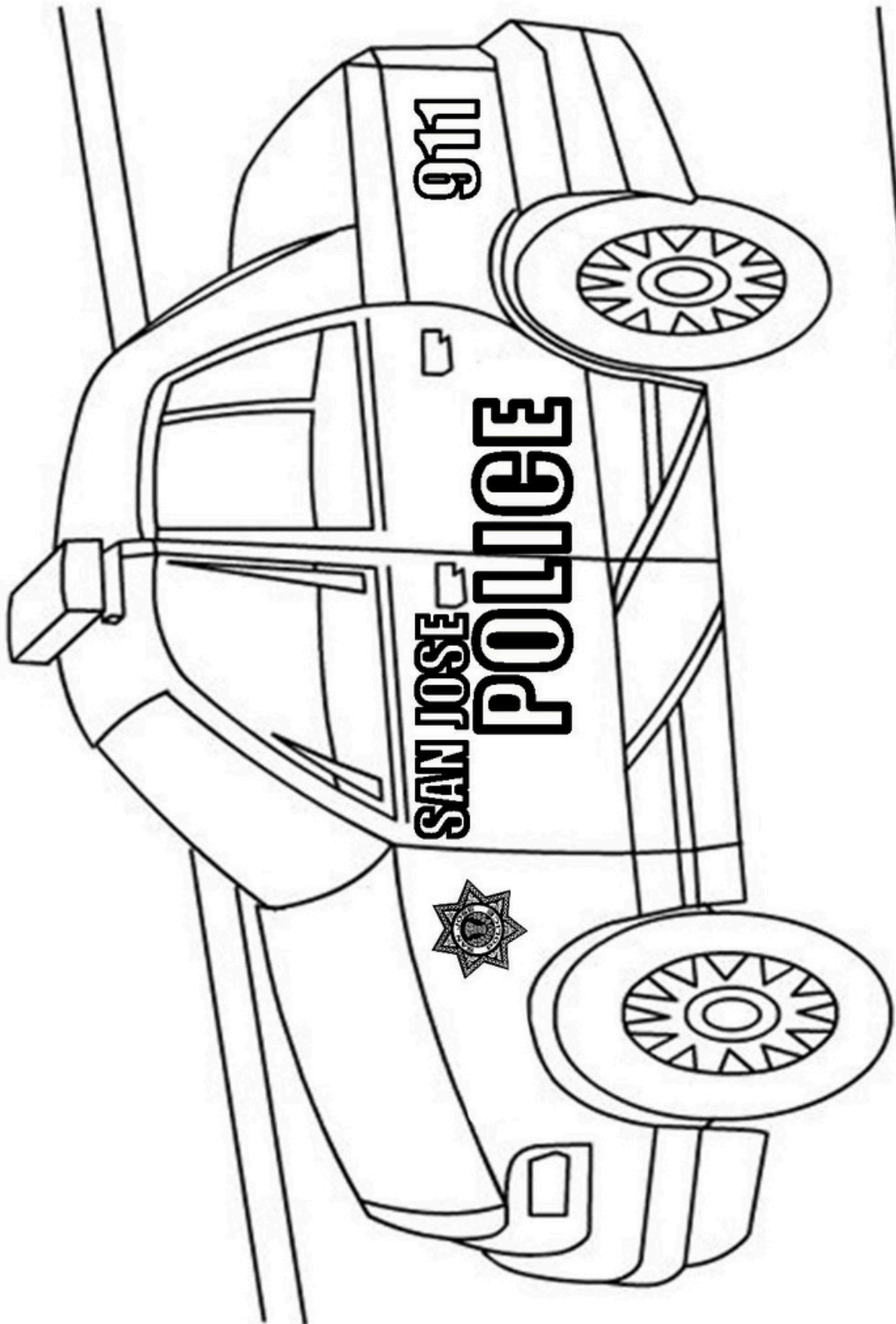
Address: _____ Phone: _____

SJPD K-9 OFFICER



SAN JOSE POLICE DEPARTMENT

SJPD PATROL CAR

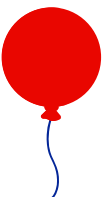


NNO BINGO

Find neighbors who match these qualities and ask them to sign on top of the BINGO square.
Have fun!



B	I	N	G	O
Knows at least five of their neighbors by name	Is a parent	Has a pet other than a dog or a cat	Has a creative hobby	Enjoys gardening
Has a birthday in August	Enjoys working out	Has participated in a Neighborhood Watch group	Has lived in another state or country	Likes to cook or bake
Has visited at least five different states	Plays an instrument	 FREE SPOT	Does volunteer work	Gets up at 6:00 AM or earlier
Can speak more than one language	Has three or more children	Name starts with the same letter as yours	Rides their bicycle at least once a week	Is left handed
Has lived in the neighborhood five years or less	Collects something	Has his/her own business	Does not go to bed before midnight	Has lived in the neighborhood five years or longer



NEIGHBORHOOD PHONE LIST

Street Name:

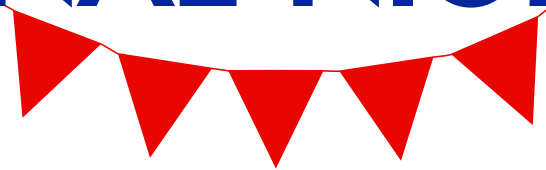
Name: Address Phone/Email	Street Name:	Name: Address Phone/Email
Name: Address Phone/Email		Name: Address Phone/Email
Name: Address Phone/Email		Name: Address Phone/Email
Name: Address Phone/Email		Name: Address Phone/Email
Name: Address Phone/Email		Name: Address Phone/Email
Name: Address Phone/Email		Name: Address Phone/Email
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Name: Address Phone/Email		Name: Address Phone/Email
Name: Address Phone/Email		Name: Address Phone/Email
Name: Address Phone/Email		Name: Address Phone/Email

Street Name:



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GET TO KNOW YOUR NEIGHBORS BY CELEBRATING NATIONAL NIGHT OUT



TUESDAY, AUGUST 5TH, 2025

National Night Out is an annual event held nationwide to raise crime prevention awareness, strengthen police/community partnerships and build connections in your community with your neighbors!

COME JOIN YOUR NEIGHBORS!

Time:

Location:

Event Organizer:

Contact Number:

Contact E-mail:

Please Bring:

Don't forget to
RSVP 



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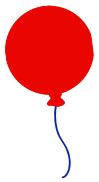
CELEBRA CON SUS VECINOS LA NOCHE DE CELEBRACION NACIONAL CONTRA EL CRIMEN



MARTES, 5 DE AGOSTO DE 2025

La Noche de Celebracion Nacional Contra el Crimen es un evento anual para crear conciencia sobre la prevencion del crimen y generar apoyo y participacion en los esfuerzos para prevenir el crimen junto con la policia.

¡VENGAN A CONOCER SUS VECINOS!



Hora:

Lugar:

**Organizador
del Evento:**

Teléfono:

E-mail:

**Por favor
de traer:**



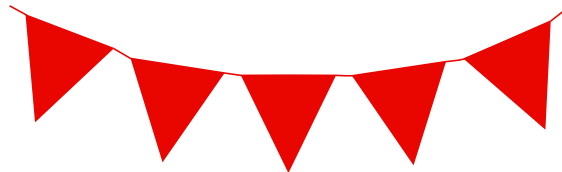
Por favor confirme su
RSVP 



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ĐỂ TÌM HIỂU THÊM VỀ KHU PHỐ CỦA MÌNH BẰNG CÁCH TỔ CHỨC

NATIONAL NIGHT OUT



THỨ BA, 5 THÁNG TÁM, 2025

National Night Out là một buổi tối ăn mừng hàng năm được tổ chức bởi từng khu phố để tăng cường sự cảnh giác và phòng chống tội phạm, củng cố mối quan hệ giữa người dân và cảnh sát, và đồng thời tạo ra các mối quan hệ với bà con trong khu phố quý vị!

HÃY THAM GIA VỚI BÀ CON LỐI XÓM CỦA QUÝ VỊ!

Thời gian:

Địa Điểm:

Người Tổ
Chức:

Số Điện Thoại:

E-mail:

Xin đem theo:

RSVP 

EVENT EVALUATION

What were the 3 best things about this National Night Out event?

1. _____
2. _____
3. _____

What 3 things could be improved for next time?

1. _____
2. _____
3. _____

How can we encourage the neighborhood connections gained at this event throughout the year?

1. _____
2. _____
3. _____

Are you willing to help with the planning of future neighborhood events?

Yes _____ No _____

If yes, please contact: _____ Phone: _____

How would you rate this year's NNO overall? (circle one)

Poor	Average	Excellent		
1	2	3	4	5

Please return this evaluation form to: _____

Address: _____ Phone: _____

Thank you for your feedback!



TOGETHER WE ARE SAFER!

Contact Us & Get Involved

SAN JOSE POLICE DEPARTMENT
CRIME PREVENTION UNIT
201 W. MISSION STREET
SAN JOSE, CA 95110
(408) 277-4133
SYPD.ORG