



West Melbourne Police Department
Secondary Employment Services Application/Request
2290 Minton Rd (321) 723-9673 office (321) 952-2857 fax

Organization/Business Name:

Business Address:

Business Contact/Representative:

Work Phone:

Job Site Location Name:

Job Site Location Address:

Time of Event:

Date of Event:

Describe the nature of your event/request for services:

If applicable, anticipated crowd size (please note: The number of officers required is determined by the agency and will be assigned accordingly.):

Indicate service(s) needed/
requested:

1-50

Security

51-150

Traffic Control

151-300

Uniformed Officer

301-600

Patrol Car

601-1000

1001-1500

1500+

Will alcohol be sold?

Will alcohol be served/consumed?

If yes, have you
received the required
permits?

Yes

Yes

Yes

No

No

No

The undersigned hereby agrees to the following:

Should the above Organization/Business cancel arrangements with less than twenty-four hours notice, the above agrees to pay for two hours of compensation pay paid directly to the West Melbourne Police Officer assigned. The West Melbourne Police Department reserves the right to cancel off-duty details without notice and to recall officers for official duty when necessary for community safety. The Police Department may revoke any detail that is determined to be a conflict of interest or creates liability to the Department. Revocation may be in written or oral form.

In exchange for the service outlined above, the above listed Organization/Business agrees to pay the following hourly rate:

- \$30.00 (paid directly to the West Melbourne Police Officer performing the services)

- \$5.00 (paid directly to the West Melbourne Police Department for the use of vehicle, **for traffic control only**)

- If the off-duty detail staff level is determined to require the presence of a supervisor who will be functioning in a supervisory capacity, the rate of pay for the supervisor will be **\$35.00** per hour.

- If the date of the detail falls on one of the following holidays the above rates will increase \$10.00 per hour:

Thanksgiving Day, Christmas Eve, Christmas Day, New Years Eve and New Years Day.

Print Name:

Authorized Signature:

Date:

For WMPD use: Supervisor Approval

Print Name:

Approved

Denied

Signature:

Date:

Date Posted:

Job #: