



STUART POLICE DEPARTMENT

Joseph Tumminelli, Chief of Police
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Telephone 772-287-1122 Fax 772-220-5986

We are S.P.D!

Selfless ♦ Proud ♦ Dedicated

Stuart Police Department

Off Duty Police Detail Request Form

Business Information: (Please complete all sections)

Business/Organization Name: _____
Business Tax ID Number: _____
Address: _____
Business/Organization Contact Person: _____
Phone Number: _____
Email: _____

Detail Information:

Name of Location: _____
Address: _____
Date of Detail: _____
Officer's Start Time: _____ End Time: _____
Is this a multiple day event: Yes No
If so, Start date: _____ End date: _____
Number of officers needed: _____
Have you requested a Special Events Permit (if applicable): Yes No
Anticipated Crowd Size: _____
Will there be alcohol at your event: Yes No
Is the officer required to check in upon arrival: Yes No
If yes, name of contact person: _____
Describe the duties you request of the officer(s) / additional comments:

(Off duty details are restricted to security, traffic and patrol functions)

****There is a two (2) hour minimum for off duty details.**

**** First time vendors will be required to pay upfront 2 weeks prior to event/detail.**

**** The City of Stuart shall have the right to charge interest on any overdue unpaid balances and recover attorney's fees (if applicable).**

Rates:

Per hour for each officer: \$57

Per hour for Event Commander: \$62

(Event Commanders will be necessary for details/events where five (5) or more officers are needed)

Holiday Rate:

The following is a list of holidays that will be billed at the holiday rate:

- 4th of July
- Halloween
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve

Per hour for each officer: \$67

Per hour for Event Commander: \$72

Cancellation of Details:

If the event/detail is cancelled, it is your responsibility to contact the Stuart Police Department's Detail Coordinator at 772-220-3922. In the event that you are not able to make contact with the detail coordinator, contact our dispatch center at 772-220-3900.

The detail can be cancelled up to two (2) hours prior to the start of the event/detail. Failure to cancel the detail within the time previously specified will result in a two (2) hour minimum payment due.

I accept these provisions: _____

Print and Sign

By signing this document, I agree to personally guarantee the payments due herein.

Approve/Disapprove: Chief of Police: _____ Date _____

