

RIDGEFIELD POLICE DEPARTMENT APPLICATION FOR POLICE SERVICE

****Requestor to complete sections A, B, C and attach deposit check to this application****

SECTION A: CUSTOMER INFORMATION

Individual/Organization:

Address:

Representative Name:

Phone:

Non-Profit Tax ID:

Construction Permit #:

SECTION B: EVENT INFORMATION

Location:

Police Cruiser: Yes No

Event Description:

Event Date:

Event Start Time:

Event End Time:

Attendance Expected:

of Officers Requested:

Alcohol Served: Yes No

SECTION C: PAYMENT INFORMATION

Bill To (Name and Address):

POLICE UNION COLLECTIVE BARGAINING & BILLING INFORMATION

1. Initial deposit of \$50.00 per hour (4 hours minimum) per Officer is due with submission of this application. If this does not cover the cost of the service, you will be billed separately for any additional hours.
2. Cancellations must be made at least 12-hours prior to scheduled start time of the event. If you do not cancel prior to 12-hours before the start of the event, you will be billed for the fully scheduled event (minus the \$24.00 per hour cruiser cost).
3. Events that exceed the scheduled time in this agreement, shall be paid in one hour increments to the next full hour.
4. If the event time exceeds 4-hours, but less than the time you scheduled the Officer(s), you are responsible for the full amount scheduled (minus the \$24.00 per hour cruiser cost).
5. Jobs between the day after Memorial Day and the day before Labor Day (weekends only from Friday at 4:00pm to Sunday at midnight), and work performed on an outside duty assignment involving construction work, utility or tree work from Friday at 6:00pm to Monday at 6:00am, on weekends & holidays, will be subject to double time pay for the Officer(s) scheduled.

By signing this document, you agree to assume financial responsibility to the Town of Ridgefield Police Department for the above rendered services. The individual or entity requesting said service is responsible for checking coverage for the event by calling Ridgefield Police Department Communications at (203) 438-6531 prior to the event. Your event is not guaranteed to fill unless otherwise arranged with the Uniform Division Commander.

Requestor Signature: _____ Date: _____

RIDGEFIELD POLICE DEPARTMENT USE ONLY:

OFC. RECEIVING REQUEST/DEPOSIT: _____

DATE/TIME: _____ CHECK AMOUNT: _____ CHECK #: _____